



PLANNING AND ZONING COMMISSION

Regular Meeting

Monday, April 25, 2016

Notice is hereby given that the **Planning and Zoning Commission** will hold a **Regular Meeting at 7:00 p.m. on Monday, April 25th, 2016**, in the Council Chambers of Johnston City Hall, 6221 Merle Hay Road, Johnston, Iowa, to discuss the following business:

AGENDA:

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Meeting Minutes:** Regular Meeting of April 11th, 2016
5. **PZ 16-06; Grunsted Plat 1 Preliminary and Final Plat:** The applicant, Cody Grunsted, wishes to replat this property into two lots. Proposed Lot 1 would contain the existing home on the property. Proposed Lot 2 is intended for future home construction.
6. **PZ 16-08; Windsor Office Park PUD Amendment - Rezone:** Hubbell Realty Company has submitted a petition to rezone Lots 7, 8, and 10-15 of Windsor Office Park Plat 1 to allow for R-3, single-family bi-attached residential uses and R-4, multiple-family residential uses. The properties are currently zoned Planned Unit Development, known as Windsor Office Park PUD, which allows uses of the PC, Professional Commerce Park District with upper-story residential uses.
7. **Consider recommendation of a Complete Streets Policy:** The Des Moines Area MPO encourages metro City's to adopt a complete streets policy (streets designed to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders) and has indicated future funding for road projects would likely be limited to City's who have adopted such a policy. As a means of facilitating adoption, the MPO has created a model policy for consideration. The Johnston Public Works Council Ad Hoc Subcommittee has reviewed the template and suggested a number of amendments to the policy to fit our community. The Council has reviewed this policy and requested a recommendation from the Parks Board and the Planning and Zoning Commission.
8. **Other Business**
9. **Adjournment**

Next Scheduled Regular Meeting: Monday, May 9th, 2016.

Posted on or before April 22nd, 2016 at: Johnston City Hall, Johnston Public Library, Johnston Post Office, Johnston Public Works, Crown Point Community Center, and Johnston Website (<http://www.cityofjohnston.com/agendacenter>)



PLANNING & ZONING COMMISSION

City of Johnston
 6221 Merle Hay Road, Johnston, IA 50131

Minutes
 Regular Meeting: Monday, April 11, 2016

AGENDA

1. Call to Order

Chairman Petersma called the meeting to order at 7:00 p.m.

2. Roll Call

	Spencer	Severino	Johnson	Smith	Whitaker	Petersma	Anderson
Present	X		X		X	X	X
Absent		X		X			

City Staff Present: David Wilwerding, Clayton Ender, Rebekah Davis

3. Approval of Agenda

Petersma called for a vote to approve the agenda.

	Spencer	Severino	Johnson	Smith	Whitaker	Petersma	Anderson
Aye	X		X		X	X	X
Nay							
Abstain							

4. Approval of Meeting Minutes: Regular Meeting of March 14, 2016.

Roll Call Vote:

	Spencer	Severino	Johnson	Smith	Whitaker	Petersma	Anderson
Aye	X		X		X	X	X
Nay							
Abstain							

5. Silverstone Plat 2 Development Agreement Amendment: Gary and Diane Bridgewater have requested an amendment to the Development Agreement for Silverstone Plat 2 as it

relates to Lot 17 Silverstone Plat 2. The property is located at the south end of NW 104th Court.

Ender presented the staff report.

Johnson inquired if there had been any feedback from any adjacent property owners.

Ender stated that notice was sent to all adjacent property owners and there has not been any feedback.

Johnson inquired what the distance from the property line was on the accessory structure to the northeast of the subject property.

Staff did not have any an exact distance however, estimated that the setback for the accessory structure northeast of the subject property was about 60 feet. Additionally, the distance from the property line for the accessory structure southeast of the subject property is estimated to be about 30 feet.

Petersma opened the public hearing at 7:06 p.m.

No public comments were received.

Motion by Anderson, second by Whitaker to approve 5. Silverstone Plat 2 Development Agreement Amendment, subject to the following conditions:

1. The project shall conform to the requirements, standards and regulations of the City of Johnston.
2. The Planning & Zoning Commission recommends approval of the amended section 2.F.a. of the development agreement for Silverstone Plat 2:
 - a. Rear Yard Setback: All lots adjoining the eastern or southern property boundary, except Lot 17 Silverstone Plat 2, shall have a minimum of a sixty (60) foot rear yard setback. In areas where the existing natural buffer is determined to not be sufficient or cannot be sufficiently augmented with additional landscaping to the satisfaction of the City, this setback shall be increased to a minimum of one-hundred and twenty (120) feet. Lot 17 Silverstone Plat 2 shall have a minimum of a twenty (20) foot rear yard setback along the eastern property boundary. The natural buffer abutting Lot 17 Silverstone Plat 2 shall be augmented and maintained on Lot 17 Silverstone Plat 2.

Roll Call Vote:

	Spencer	Severino	Johnson	Smith	Whitaker	Petersma	Anderson
Aye	X		X		X	X	X
Nay							
Abstain							

6. **Minks Monk 2016 Annexation:** The Enclave of Johnston, LLC has submitted an application for voluntary annexation and a petition for the establishment of a R-1(100), Single Family Residential, zoning district for 18.44 acres located east NW Beaver Drive and north of NW

78th Avenue currently within unincorporated Polk County. Additional land consisting of Polk County owned right-of-way is being added to this annexation application for a total area of 22.25 acres.

Ender presented the staff report.

Petersma requested background on Lot B Hughes Acres, the northern portion of NW 78th Avenue from centerline to the edge of the ride-of-way; and inquired as to the Army Corps of Engineers' concerns.

Ender summarized the timeline that Lucas Slings, of the Army National Guard, submitted identifying the ownership if the Lot B Hughes Acres ROW.

Petersma questioned if the subject ROW was a federal easement.

Ender stated the records obtained by staff indicated this easement was to the State of Iowa.

David Rogers, Army Corp of Engineers, stated that the easement was to the Army Corp of Engineers and the license was to the State of Iowa.

Petersma inquired as to whom currently owns of the road.

David Wilwerding specified that the Army National Guard maintains the road down to Stark Armory and the Army Corps of Engineers maintains the remainder of the road. The annexation doesn't impact the ownership; the concern is who has the authority to approve accesses to this road. This concern would need to be reviewed prior to any preliminary plat. Based upon the information obtained by staff, to obtain access to this road the applicant would need approval from the entities in possession of the easement and license.

Tim Hogan, Hogan Law Office, stated on behalf of the applicant, that the annexation and rezoning of the property would not affect the easement ownership. Hogan and the applicant understand access to and maintenance of the road is a concern; and will address this issue prior to platting.

Petersma stated that the City attorney would review this issue before it goes before City Council.

David Rodgers, Executive Officer of the Installations, Facilities and Construction office, Camp Dodge, stated they didn't have any objection to annexation.

Wilwerding noted that there was not anyone present from the Army Corps of Engineers. However, from his discussion with them, they are concerned with access to the road and the approval process which will be handled prior to platting.

Petersma opened the public hearing at 7:18 p.m.

Russ Harrison, the property owner directly east of the subject property, is concerned with the size of the lots and preservation of woodlands on in the subject property.

Petersma stated that the lot size and woodland preservation items that are considered during platting.

Petersma closed to public hearing at 7:20 p.m.

Motion by Johnson, second by Anderson to approve 6. Minks Monk 2016 Annexation, subject to the following conditions:

- 3. The project shall conform to the requirements, standards and regulations of the City of Johnston.
- 4. **The Planning & Zoning Commission recommends approval of the Application for Voluntary Annexation with right-of-way included and an Official Zoning Map amendment for 22.25 acres to an R-1(100) zoning district classification.**

Roll Call Vote:

	Spencer	Severino	Johnson	Smith	Whitaker	Petersma	Anderson
Aye	X		X		X	X	X
Nay							
Abstain							

7. Other Business.

8. Adjournment

Meeting adjourned at 7:24 PM.

Chair

Secretary



PZ Case No. 16-06

Planning & Zoning Commission

COMMUNITY DEVELOPMENT DEPARTMENT

April 25, 2016 Meeting

SUBJECT: Consider recommending approval of PZ Case 16-06, the Preliminary and Final Plat for Grunsted Plat 1, subdividing 2.02 acres into two lots. The property is located west of NW 54th Ct and approximately 645' south of NW 60th Ave.

SYNOPSIS:

The applicant, Cody Grunsted, wishes to replat this property into two lots. Proposed Lot 1 would contain the existing home on the property. Proposed Lot 2 is intended for future home construction.

RECOMMENDATION:

The staff recommends approval and provides the following motion for the commission's consideration:

The Planning & Zoning Commission recommends approval of PZ Case No. 16-06, the Preliminary and Final Plat for Grunsted Plat 1, with the following conditions:

1. The project shall be in conformance and in accordance with the requirements, standards and regulations of the City of Johnston, and any other requirement of state or federal law or administrative rule.
2. Council waiver of requirement to connect to sanitary sewer.
3. Indicate the location and size of the proposed domestic connection for lot 2 on the preliminary plat.
4. Revise the preliminary plat accordingly to show a 6" public water main within the ROW in lieu of 8".
5. Submission of all final plat documentation to City's Staff and Attorney, for review and approval, must occur six (6) working days prior to the City Council's regular meeting.

Motion by _____, seconded by _____ to recommend approval of PZ Case No. 16-06, the Preliminary and Final Plat for Grunsted Plat 1, with the noted conditions.

Attachments:

Vicinity Map

Preliminary and Final Plats received April 4, 2016, prepared by AEC

Development Review Comments by Staff dated April 5, 2016

Development Review Comments by Foth Infrastructure & Environment, LLC dated April 19, 2016

APPLICANT/
PROPERTY OWNER:

Cody Grunsted
6806 Main Street
Ira, IA 50127

REPRESENTATIVE:

Vic Piagentini
Associated Engineering Company of Iowa
2917 Martin Luther King Jr. Pkwy
Des Moines, IA 50310

BACKGROUND &
PRIOR APPROVALS:

The subject property was platted as a portion of Lot 4, Fruitland Subdivision in 1909.

ZONING DISTRICT &
BULK
REQUIREMENTS:

The property is zoned as R-1(75), Single Family Residential District, allowing the following bulk regulations:

Minimum Lot Area = 9,500 Square Feet
Minimum Lot Width = 75 Feet
Front Yard Setback = 35 Feet
Rear Yard Setback = 35 Feet
Side Yard Setback = 8 Feet one side, 17 Feet total

Applicant has complied with bulk requirements.

TRAFFIC ACCESS &
CIRCULATION:

Both lots have direct access to NW 54th Court.

PUBLIC UTILITIES:

Water: There is an existing 6-inch public watermain along the west side of NW 54th Court that provides service to the existing home on Lot 1. Lot 2 will be served by a new domestic connection to the water main. Staff recommends a condition of approval to revise the preliminary plat to indicate the location and size of the proposed domestic connection. Staff recommends a further condition to revise the preliminary plat accordingly to show a 6" public water main within the ROW in lieu of 8".

The hydrant coverage radius of existing fire hydrants on NW 54th Court is shown on the Preliminary Plat. Any home to be constructed outside of said radius will require installation of an additional hydrant.

Sanitary Sewer: An on-site private septic system exists on Lot 1. Due to lack of available facilities, applicant is proposing an on-site private septic system for Lot 2.

Chapter 180.42.7 of the Johnston Code of Ordinances allows subdivider

to install private septic tanks as a temporary measure pending future sewer service where existing sewer outlets are not within reasonable distance, 200 feet. The Polk County Health Department regulates installations of septic permits and a permit will be required prior to the City's issuance of a building permit.

DRAINAGE:

The site generally drains south westerly. Due to the limited impact, no further drainage analysis was required.

FLOODPLAIN:

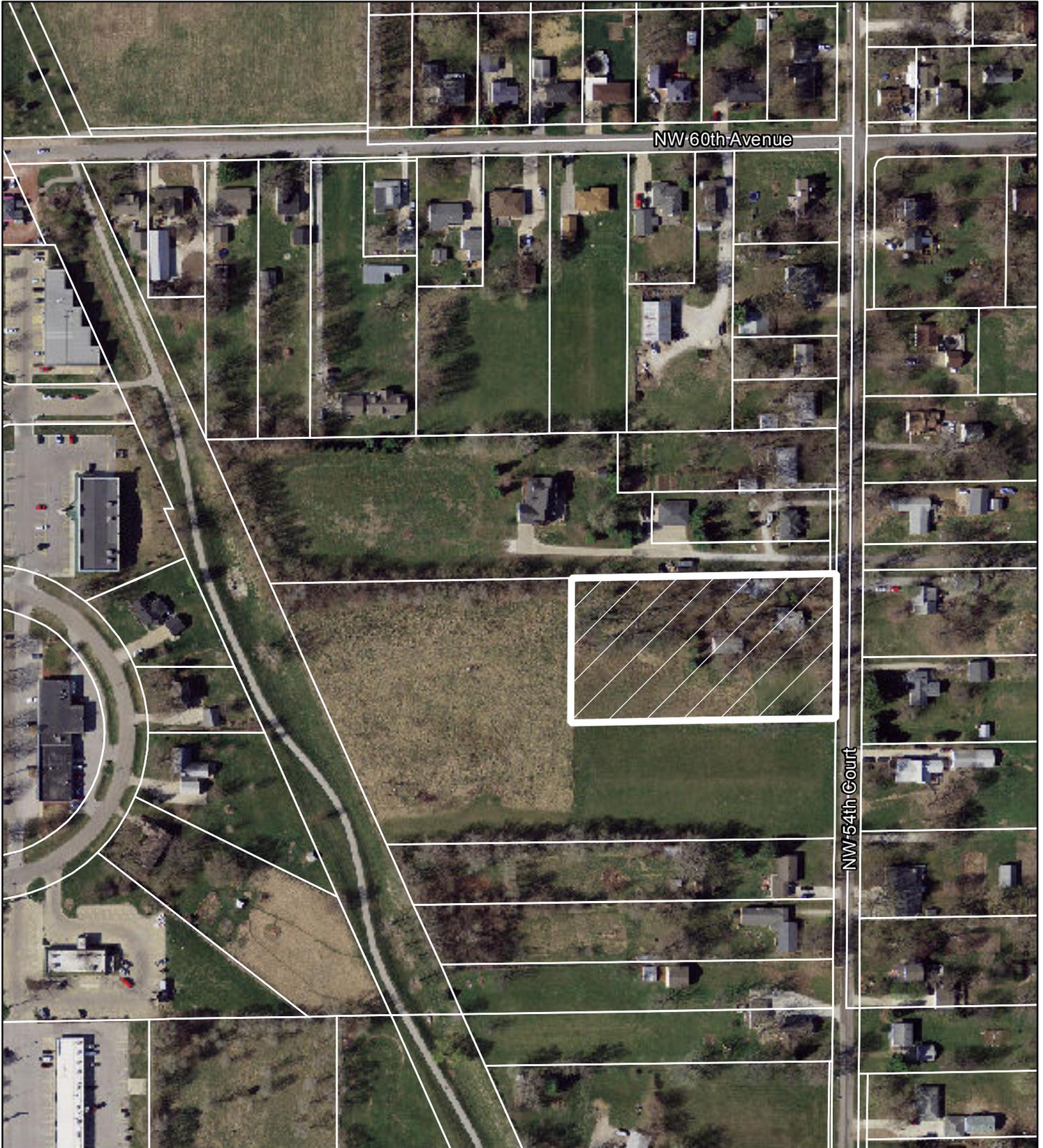
This property is within Zone X on the Flood Insurance Rate Map and is outside of the 500-year flood plain.

**DOCUMENTS
REQUIRED WITH
THE FINAL PLAT:**

In order to proceed to the City Council with the Final Plat, the following documents/payments are required:

1. Attorney's Title Opinion
2. Polk County Treasurer's Tax Certificate
3. Consent to Plat (Owner)
4. Consent to Plat (Lender) (If Applicable)
6. Temporary Construction Easement
7. Petition and Waiver for road improvements
8. Warranty Deed Lot 'A'
9. Groundwater Hazard Statement Lot 'A'
10. Partial release of Real Estate Mortgage lot Lot 'A'

Grunsted Plat 1



0 70 140 280 420 560 Feet



April 19, 2016

Aaron Wolfe, Senior Planner
City of Johnston, P.O. Box 410
6221 Merle Hay Road
Johnston, IA 50131

RE: Grunsted Plat 1
Development Review 2
Case No. PZ 16-06

Foth Infrastructure and Environment, LLC has completed a review of the Preliminary Plat and Final Plat received April 12th, 2016 for the above referenced project. Based on our review, the following comments are offered:

Preliminary Plat

1. No further comments.

Final Plat

2. No further comments.

Please contact me at 515.251.2564 if you have questions or comments.

Sincerely,

Foth Infrastructure & Environment, LLC

A handwritten signature in blue ink, appearing to read "Joshua C. DeBower".

Joshua C. DeBower, P.E.
Lead Civil Engineer

JCD: mms3



MEMORANDUM

City of Johnston, Iowa

DATE: April 5th, 2016

TO: Cody Grunsted
Mark Grunsted
Associated Engineering Company of Iowa

FROM: Clayton Ender, Planning Intern

RE: Grunsted Preliminary Plat and Final Plat

We have reviewed the preliminary plat for Grunsted Plat 1 and note the following:

1. The R-1(75) zoning district has a 35 foot minimum front yard setback. Correct listed bulk regulations.
2. Include a vicinity sketch.
3. Provide an inventory of all trees greater than 6 inches caliper diameter.
4. Indicate the pavement width for NW 54th Court.
5. Indicate the location and width of existing driveways.
6. Indicate the location and size of all existing public utilities.
7. Indicate the existing public utility connection locations and sizes to the existing house.
8. Indicate the proposed utility connection locations, including sizes, for new Lot 2. Provide a note regarding who's responsible for installation of said utilities to Lot 2 and when they'll be constructed.
9. Due to lack of available facilities staff will recommend council waive the subdivision requirement for sanitary sewer connections until such time when these facilities become available. Approval of on-site treatment systems is administered by Polk County. Prior to the issuance of building permits on any of the lots a perk test will be required to ensure that the site is suitable for a septic system. At this time the City's policy only requires connection to sanitary sewer when a septic system fails. At such time, each property owner will be required to pay a sanitary sewer district connection fee. The East of Merle Hay Road and South of NW 62nd Avenue Sanitary Sewer Extention Connection Fee is \$2,731 as of July 1, 2015, increasing annually.
10. Reconstruction of NW 54th Court is scheduled on the City's CIP for 2018. Said project will include storm sewer construction, sanitary sewer installation, and water main replacement. An assessment for said improvements will be levied on both properties. A calculation is not available for said assessment as of the

writing of these notes; however, more information will be available at the development review meeting.

11. Include a note that Street Lot 'A' will be deeded to the city.
12. Any new home constructed on Lot 2 must be constructed within the fire hydrant coverage radius depicted on the preliminary plat or a new hydrant must otherwise be installed to increase said radius. Include a note on the plat reflecting this information.

We have reviewed the final plat for Grunsted Plat 1 and note the following:

1. Plat needs to be certified by a registered land surveyor.
2. Include a vicinity sketch.
3. The R-1(75) zoning district has a 35 foot minimum front yard setback.
4. Include the following addresses:
 - a. Lot 1 – 5880 NW 54th Court
 - b. Lot 2 – 5870 NW 54th Court
5. Include a note that Street Lot 'A' will be deeded to the city.
6. In order to proceed to the City Council with the final plat, the following documents/payments will be required:
 - Attorney's Title Opinion
 - Polk County Treasurer's Tax Certificate
 - Consent to Plat (Owner)
 - Consent to Plat (Lender)(If Applicable)
 - Petition and Waiver for improvements to NW 54th Court.
 - Warranty Deed Outlot 'A'
 - Groundwater Hazard Statement Outlot 'A'
 - Partial release of Real Estate Mortgage Outlot 'A'

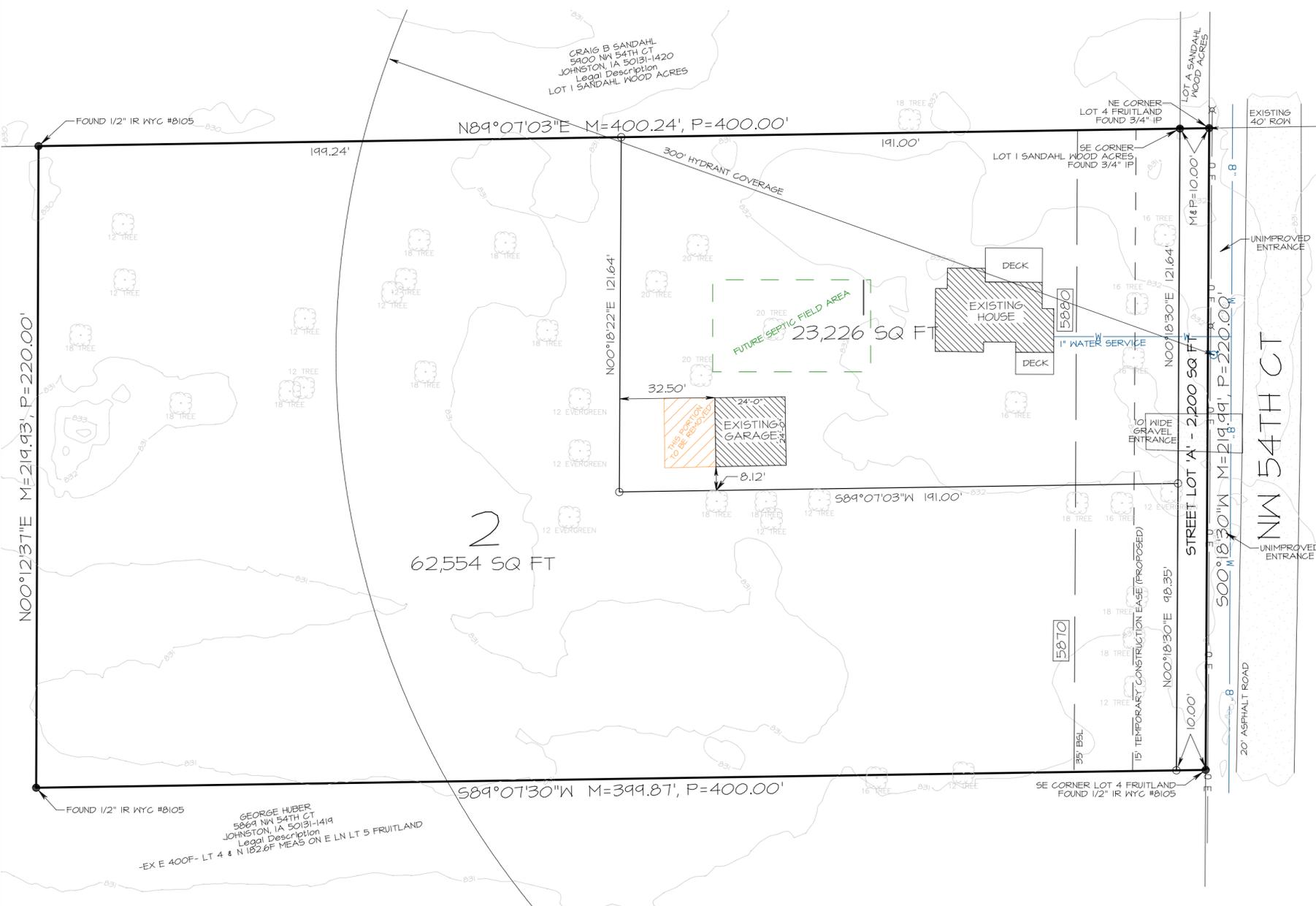
Please see additional comments on the final plat as provided by Foth Infrastructure and Environment, LLC..

This project is scheduled for a development review meeting on Wednesday, April 6th, 2016 at 1:30 P.M. The meeting will be held at Johnston City Hall Community Development Department. Four full size copies, four 11 x 17 inch reductions, and a PDF version of the preliminary plat and the same for the final plat must be submitted by Wednesday, April 13th, 2016 in order to proceed to the Planning and Zoning Commission on Monday, April 25th, 2016.

If you have any questions, please contact me at 727-7763 or by email at intern@cityofjohnston.com.

cc: Josh DeBower, Foth
Matt Greiner, Construction Inspector

PRELIMINARY PLAT GRUNSTED PLAT I SHEET 1 OF 1



OWNER/DEVELOPER

CODY GRUNSTED
6806 MAIN ST.
IRA, IA 50127
(515) 577-5849

LEGAL DESCRIPTION

THE EAST 400 FEET OF LOT 4 IN FRUITLAND, AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF JOHNSTON, POLK COUNTY, IOWA.

SAID PARCEL CONTAINS 87,980 SQ FT.

NOTES

- CORNERS SHOWN TO BE SET ON THIS PLAT WILL BE ESTABLISHED WITHIN ONE YEAR OF THE RECORDING OF THIS PLAT.
- FEMA FLOOD ZONE INFORMATION:
ZONE X
COMMUNITY PANEL NUMBER 1907450006D
REVISED 7/19/2000
- ZONING: R-1 (75) SINGLE FAMILY RESIDENTIAL DISTRICT
FRONT: 35'
REAR: 35'
SIDEYARDS: 8' MIN/17' TOTAL
- NO GRADING OR TREE REMOVAL IS PROPOSED WITH THIS PLAT.
- LOT 'A' SHALL BE DEDICATED TO THE CITY OF JOHNSTON.
- LOT 2 SHALL BE SERVED BY CITY OF JOHNSTON WATER. SERVICE TO BE INSTALLED BY LOT OWNER AT TIME OF HOME CONSTRUCTION.
- LOT 2 SEWER SYSTEM: LATERAL FIELD AND SEPTIC TANK. ALTERNATIVE WASTE WATER SYSTEMS MAY BE REQUIRED.
- ANY NEW HOME CONSTRUCTED ON LOT 2 MUST BE CONSTRUCTED WITHIN THE SHOWN FIRE HYDRANT RADIUS. OTHERWISE A NEW HYDRANT MUST BE INSTALLED.
- LOT 1: NEW SEPTIC SYSTEM IS BEING CONSTRUCTED IN THE APPROXIMATE LOCATION AS SHOWN.

VICINITY SKETCH



CERTIFICATION

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED BY ME AND THE RELATED SURVEY WORK WAS PERFORMED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.
LICENSE RENEWAL DATE: DEC 31 2016 PAGES COVERED BY THIS SEAL: THIS PAGE ONLY

PRELIMINARY

SIGNED: GREGORY L. ROSS P.L.S. 13286 DATE: _____

LEGEND

- MONUMENT FOUND AS NOTED
- SET 1/2" IR W/ ORANGE CAP #13286
- ▲ SECTION CORNER FOUND AS NOTED
- △ SECTION CORNER SET AS NOTED
- M= MEASURED DISTANCE OR BEARING
- P= RECORDED DISTANCE OF BEARING



AEC ASSOCIATED ENGINEERING COMPANY OF IOWA
2917 Martin Luther King Jr. Pkwy Des Moines, IA 50310
Phone: (515) 255-3156 Fax: (515) 255-3157

www.aecofiowa.com
PROJECT #: 206214

FINAL PLAT GRUNSTED PLAT I SHEET 1 OF 1

OWNER/DEVELOPER

CODY GRUNSTED
6806 MAIN ST.
IRA, IA 50127
(515) 577-5849

LEGAL DESCRIPTION

THE EAST 400 FEET OF LOT 4 IN FRUITLAND, AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF JOHNSTON, POLK COUNTY, IOWA.

SAID PARCEL CONTAINS 87,980 SQ FT.

NOTES

- CORNERS SHOWN TO BE SET ON THIS PLAT WILL BE ESTABLISHED WITHIN ONE YEAR OF THE RECORDING OF THIS PLAT.
- FEMA FLOOD ZONE INFORMATION:
ZONE X
COMMUNITY PANEL NUMBER 1907450006D
REVISED 7/19/2000
- ZONING: R-1 (75) SINGLE FAMILY RESIDENTIAL DISTRICT
FRONT: 35'
REAR: 35'
SIDEYARDS: 8' MIN/17' TOTAL
- NO GRADING OR TREE REMOVAL IS PROPOSED WITH THIS PLAT.
- LOT 'A' SHALL BE DEDICATED TO THE CITY OF JOHNSTON.

VICINITY SKETCH



CERTIFICATION

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED BY ME AND THE RELATED SURVEY WORK WAS PERFORMED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.
LICENSE RENEWAL DATE: DEC 31 2016 PAGES COVERED BY THIS SEAL: THIS PAGE ONLY

SIGNED: **PRELIMINARY** DATE: _____
GREGORY L. ROSS P.L.S. 13286



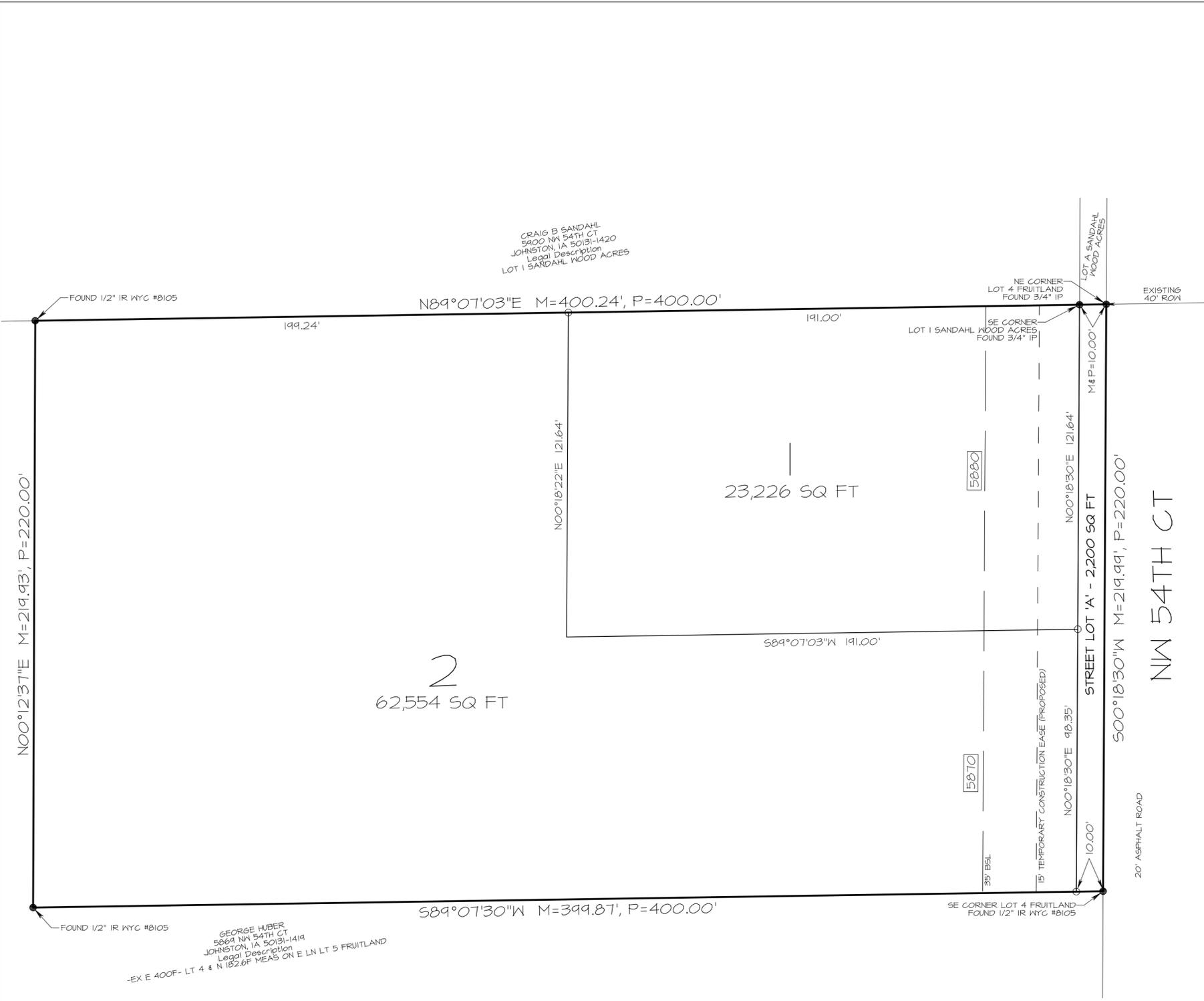
LEGEND

- MONUMENT FOUND AS NOTED
- SET 1/2" IR W/ ORANGE CAP #13286
- ▲ SECTION CORNER FOUND AS NOTED
- △ SECTION CORNER SET AS NOTED
- M= MEASURED DISTANCE OR BEARING
- P= RECORDED DISTANCE OF BEARING

AEC ASSOCIATED ENGINEERING COMPANY OF IOWA
2917 Martin Luther King Jr. Pkwy Des Moines, IA 50310
Phone: (515) 255-3156 Fax: (515) 255-3157

www.aecofiowa.com
PROJECT #: 206214

FIRST SUBMITTAL DATE: 3/8/16





Planning & Zoning Commission

COMMUNITY DEVELOPMENT DEPARTMENT

April 25th, 2016

SUBJECT: Consider making a recommendation of the following items related to 13.03 acres North of Windsor Parkway and East and West of NW 90th Street:

- Amendment #9 to the Johnston 2030 Comprehensive Plan amending the Future Land Use Map for the subject property from “Business Park” to “Medium Density Residential” land use west of NW 90th Street;
- An official zoning map amendment rezoning the subject property from PUD, known as Windsor Office Park Planned Unit Development allowing PC, Professional Commerce Park with upper-story residential uses, to PUD to be known as the Windsor Office Park Plat 1 – Lots 7, 8, 10-15 Planned Unit Development, allowing R-3 single-family bi-attached uses at a density up to 8 units per acre and R-4 uses at a density up to 16 units per acre or PC, Professional Commerce Park uses throughout the entire site.

SYNOPSIS:

Hubbell Realty Company has submitted a petition to rezone Lots 7, 8, and 10-15 of Windsor Office Park Plat 1 to allow for R-3, single-family bi-attached residential uses at a density up to 8 units per acre and R-4, multiple-family residential uses at a density up to 16 units per acre or uses permitted in the PC, Professional Commerce Park Zoning District. The properties are currently zoned Planned Unit Development, known as Windsor Office Park PUD, which allows uses of the PC, Professional Commerce Park District with upper-story residential uses.

The applicant has submitted a master plan depicting the construction of 40 bi-attached units and 57 units in a senior co-op.

RECOMMENDATION:

Staff recommends approval and provides the following motions for the commission’s consideration:

The Planning and Zoning Commission recommends approval of the amendment to the Johnston 2030 Comprehensive Plan’s Future Land Use Map from business park to medium density residential west of NW 90th Street.

The Planning and Zoning Commission recommends approval of the petition to rezone 13.03 acres from the Windsor Office Park PUD to a new PUD to be known as Windsor Office Park Plat 1 – Lots 7, 8, 10-15.

- Motion by _____, seconded by _____ to recommend approval of the comprehensive plan amendment for the subject area north of Windsor Parkway and west of NW 90th Street from Business Park to Medium Density Residential.
- Motion by _____, seconded by _____ to recommend approval of the Windsor Office Park Plat 1 – Lots 7, 8, 10-15 PUD.

Attachments: Windsor Office Park Plat 1 – Lots 7, 8, PUD Master Plan;
Draft PUD Ordinance;
Vicinity Map;
Current Future Land Use Map;
Current Zoning Map;
Applicant's Answers to Comp Plan Amendment Criteria;
Neighborhood Post Card, Mailing List and Notice of Proposed Development;
3-21-16 City Council Work Session Minutes

APPLICANT:

Hubbell Realty Company
6900 Westown Parkway
West Des Moines, IA, 50265

BACKGROUND &
PRIOR APPROVALS:

The subject property is located within the Windsor Office Park Planned Unit Development, approved by Ordinance 652 on August 5, 2002.

The Preliminary Plat for Windsor Office Park was approved on August 19, 2002 via Resolution 02-145.

The Final Plat for Windsor Office Park was approved on November 18, 2002 via Resolution 02-212.

The PUD was amended on October 3, 2005 via Ordinance 724.

The PUD has been variously amended by Resolutions 06-226 on October 16, 2006, 11-142 on October 17th, 2011, and 13-129 on July 15th, 2013 (minor amendments).

COMPREHENSIVE
PLAN:

The City of Johnston 2030 Comprehensive Plan designates the area east of NW 90th Street and north of Thomas Avenue as Neighborhood Mixed Use. Neighborhood Mixed Use is defined as “areas that are intended to provide a smaller scale, mix of commercial, residential, public and related uses in a pedestrian friendly environment. They may include a mix of retail and service commercial, office, institutional, higher density residential, public uses and/or park and recreation uses. Uses can be integrated either vertically or horizontally.” A comp plan amendment will not be necessary to process a rezoning request for the area designated as Neighborhood Mixed Use.

The City of Johnston 2030 Comprehensive Plan designates the area west of NW 90th Street as “Business Park”; therefore, the proposed land use requires a comprehensive plan amendment to “Medium Density Residential”, a land use designation suggesting densities at a range of five to eight units per acre.

In July 2015 the City Council adopted seven criteria to consider with any Comprehensive Plan Future Land Use Map amendment request. The applicant’s answers to these criteria are attached to this report. The following is a brief summary of their answers.

1. Is there and demand in the community for the proposed use? Current supply/demand, vacancy/occupancy rates, etc. and short and long-term projections for the existing and proposed uses.

There are currently no senior co-ops available within the Johnston market and the northwest quadrant of Polk County, which Johnston is a part of, is short on new home supply. Over the next five years, the demand for housing in the Des Moines metro is expected to increase by

5% per year. Johnston is part of the market area expected to be of highest demand. The senior co-op would provide a for sale option to the increasing boomer age demographic.

2. What benefits would be generated by the proposed use as compared to the existing use? What negative impacts would be caused by the proposed use?

Development of the site as proposed would provide a new housing option not currently offered in the Johnston market, but this development would remove the land from future office space development. However, current projections do not indicate this land developing as currently zoned in the foreseeable future. This is because the market currently holds a large inventory of office land in Urbandale and Johnston markets.

3. What is the history of the property? Are there impediments to marketing/developing the site pursuant to the existing use that are unique and distinguish the site from other properties in the community? Are there any factors of criteria unique to the site or area under study that would argue for or against the proposed use?

The market resists developing this location as office due to the distance from Interstates 80/35 and the property being greater than 900 feet from NW 86th Street, a road with high traffic volume. The lots have been platted and zoned for office use since 2002, but have yet to develop. Appropriate development of this site would mean transitioning densities and land uses between the existing single-family homes on the west and the office/retail on the east.

4. Is there or can adequate land use transitions be provided between existing uses and the proposed use? Can buffers and site design be incorporated to minimize the impact on neighboring property owners? What impact is there to existing development sight lines?

Landscape buffering will be provided between this development and the existing adjacent single-family homes on the west and the existing and future office uses on the east. This development would transition density from existing low density residential in the west to a medium density residential, up to 8 units per acre, then to high density residential, up to 16 units per acre, and finally the existing retail and office uses on the east.

5. What are the impacts and is there capacity on the property and within the surrounding area to support the proposed use in the following areas:

- **Roadway network/traffic**
- **Utilities (water, sewer, stormwater management)**
- **Services and amenities (typically available to support the proposed use)**
- **What are the property tax implications that would result from the proposed change?**

The change in land use to this proposal would result in an overall reduction in traffic volume experienced on Windsor Parkway by approximately 41%. All utilities in the area appear adequately sized to accommodate the development as proposed. Services and amenities are located close to this site and any specialized amenities will be contained on-site.

The applicant did provide a taxable value analysis which is included in the packet as an attachment. Under the current PUD once the land develops it would be valued as general office building most likely. Based on the assumptions the applicant used the total revenue generated for the City under the current PUD would be \$112,303. With the proposed development the applicant has shown that the total revenue generated for the City would be \$136,635. Staff has completed our own tax evaluation of properties in the area. Our analysis concurs with the applicant's conclusion that residential development of this nature would result in an increase in tax revenue.

6. What impacts would the proposed use have on existing neighboring properties? Would the proposed use have comparable impacts on neighboring properties as impact of a project that would be consistent with the current comprehensive plan?

The proposed use provides a transition zone from low density residential to office and retail. Residential development is expected to reduce the total traffic volume experienced on Windsor Parkway versus if the site developed as offices.

7. What impact will the proposed use have on the balance of development mix in the community? What is the land availability within the community for uses similar to the proposed and existing land use designations?

The two proposed for-sale uses expand the options for future residents of Johnston. The senior co-op is currently only being constructed in two other metro cities, Des Moines and West Des Moines. The applicant has

explored other site options in Johnston and their reasoning for not selecting them is detailed with their complete answers to these seven criteria.

ADJACENT LAND USES:

North: There are four single-family residential properties ranging between 4.5 to 10 acres in size between the subject property and NW 62nd Avenue. The properties are zoned R-1(150) and shown on the Johnston 2030 Comprehensive Plan Land Use Map as Business Park.

South: The south-adjacent property on the opposite side of Windsor Parkway is 32-acre Outlot Z of Windsor Office Park Plat 1. The property is Parcel D of the Windsor Office Park PUD. Allowed uses of Parcel D are those of the PC, Professional Commerce Park District.

West: The west-adjacent properties are single-family homes platted as part of Century Trace Plat 4. The properties are part of the Century Trace PUD.

East: The east-adjacent properties from proposed "Parcel A" along Thomas Avenue are also located in the Windsor Office Park PUD, being part of Parcel C with allowed uses of the PC, Professional Commerce Park District.

EXISTING ZONING:

This property is zoned PUD, Planned Unit Development. Allowed uses are those of the PC, Professional Commerce Park District with upper-story residential uses.

Minimum Bulk Requirements for the Planned Unit Development:

- Front Setback: 50 ft.
- Side yard: 20 ft.
- Sum of both side yard setbacks = 40 ft.
- Rear Yard: 50 ft.

PROPOSED ZONING:

The proposed zoning is PUD, Planned Unit Development permitting uses of Single-Family Bi-Attached Residential within the R-3, Medium Density Multiple-Family Residential District on Parcel B and R-4, High Density Multiple-Family Residential District on Parcel A.

The PUD Master Plan indicates that Parcel A, Lots 7, 8, 10, and 11, would be re-platted into a single lot to allow for construction of a senior co-op. The following bulk regulations would apply to Parcel A if it develops as high density residential:

Use	Minimum Lot Area	Minimum Lot Width	"Parcel A" Perimeter Setback	Side Yard Setback, Least Width on Any One Side	Sum of All Side Yard Setbacks	Rear Yard Setback
Multiple Family	80,000 s.f.	100'	50'	35'	40'	50'

*Maximum density of 16 units per acre for multiple family uses.

The PUD Master Plan indicates that Parcel B, Lots 12, 13, 14, and 15, would need to be re-platted to allow for the development of the land as shown on the PUD Master Plan. The following bulk regulations would apply to Parcel B:

Use	Minimum Lot Area	Minimum Lot Width	“Parcel B” Perimeter Setback	Side Yard Setback, Least Width on Any One Side	Sum of All Side Yard Setbacks	Rear Yard Setback
Single-Family Bi-Attached Units	12,500 s.f.	100’	50’	10’	20’	35’
*Maximum density of 8 units per acre for single-family bi-attached uses.						

The applicant has requested that uses permitted within the Professional Commerce Park Zoning District remain to be permitted within this PUD if residential development doesn’t come to fruition. The following bulk regulations would apply to Parcel A if developed accordingly:

Use	Minimum Lot Area	Minimum Lot Width	“Parcel A” Perimeter Setback & Front Yard Setback	Side Yard Setback, Least Width on Any One Side	Sum of All Side Yard Setbacks	Rear Yard Setback
Professional Commerce Park	40,000 s.f.	100’	50’	20’	40’	50’

The following bulk regulations would apply to Parcel B if developed for a Professional Commerce Park Zoning District use:

Use	Minimum Lot Area	Minimum Lot Width	“Parcel B” Perimeter Setback & Front Yard Setback	Side Yard Setback, Least Width on Any One Side	Sum of All Side Yard Setbacks	Rear Yard Setback
Professional Commerce Park	40,000 s.f.	200’	50’	20’	40’	50’

BUFFERS:

Chapter 166.34 of the Code of Ordinances requires a 20’ landscaped buffer between the Parcel B, if it develops residentially and adjacent single-family land uses to the west. Chapter 166.34 would also require a 30’ buffer between Parcel A, if it develops residentially, and adjacent professional commerce land uses to the east. Finally a 30’ buffer between the proposed residential development and properties opposite Windsor Parkway and Thomas Avenue to the south would be required by Chapter 166.34. This buffer to the south would be half of the 30’ requirement (15’) because of Windsor Parkway and Thomas Avenue. The proposed PUD would require that entirety of the remaining required buffers be entirely placed on this PUD site.

**PARKLAND
DEDICATION:**

The proposed PUD does not require a buffer on the north PUD boundary. This is in recognition of the natural stream buffer on the north adjoining properties.

Chapter 180.43 of our code of ordinances requires dedication of 5 acres of public parkland for each 1,000 residents added to the community. The applicant proposes 40 units of single-family bi-attached housing and 57 units of multi-family housing. The parkland dedication requirement is determined through the following formula:

- 40 units X 1.954 persons per unit X 0.005 acres of parkland per person = 0.3908 acres.
- 57 units X 1.615 persons per unit X 0.005 acres of parkland per person = 0.460275 acres.
- Total acres required = 0.851075 acres of parkland dedication.

Chapter 180.43 allows the developer to propose an equal value alternative to parkland dedication. The developer has indicated a desire to pay a per-acre fee. In the past we have used \$28,000 per acre as the attributable value in such instances. $0.851075 \text{ acres} \times \$28,000 = \$23,830.10$. This amount is due at the time of final plat approval.

The proposed PUD would require that a trail designed to city standards be installed along with any development along one side of NW 90th Street. This is a requirement that is carried over from the current Windsor Office Park PUD.

**SITE PLAN
APPROVAL:**

A site plan must be approved before the site may be developed. If the rezoning is successful, a site plan must be submitted for review by the Planning and Zoning Commission and City Council and will address all typical site plan requirements, including the following:

- Bulk Requirements
- Site access/circulation
- Utilities
- Fire Protection
- Parking
- Open Space/Buffer/Landscape requirements
- Stormwater detention
- Architecture
- Site Lighting
- Parkland Dedication

**ADJACENT
NEIGHBOR
COMMENTS:**

A postcard notice has been sent to all properties within 320 feet of the rezoning area. A copy of the notice is attached. Said postcard provides a link to the city's website wherein a Notice of Proposed Development is posted with further details on the request. In addition, the applicant has installed a sign on site announcing the rezoning. As of the writing of this staff report, no comments have been received.

The City Council discussed Single Family Bi-Attached residential use and Multi-Family residential use of the subject property at a March 21, 2016 work session (minutes attached).



Windsor Office Park Plat 1 - Lots 7, 8, 10-15
Johnston, Iowa
April 14, 2016



ORDINANCE NO. 9XX

AN ORDINANCE AMENDING THE JOHNSTON REVISED ORDINANCES OF 2007 BY AMENDING THE OFFICIAL ZONING MAP TO REZONE APPROXIMATELY 13.03 ACRES AND ADJOINING RIGHT-OF-WAY FROM PUD, PLANNED UNIT DEVELOPMENT, KNOWN AS THE WINDSOR OFFICE PARK PUD, ALLOWING PC, PROFESSIONAL COMMERCE PARK AND UPPER-STORY RESIDENTIAL USES, TO PUD, PLANNED UNIT DEVELOPMENT, TO BE KNOWN AS WINDSOR OFFICE PARK PLAT 1 – LOTS 7,8, 10-15 PUD, ALLOWING USES OF THE R-3 DISTRICT AT A DENSITY OF 8 UNITS PER ACRE AND ALLOWING USES OF THE R-4 DISTRICT AT A DENSITY OF 16 UNITS PER ACRE OR USES PERMITTED WITHIN THE PC, PROFESSIONAL COMMERCE PARK ZONING DISTRICT FOR PROPERTY ON THE NORTH SIDE OF WINDSOR PARKWAY AND EAST AND WEST OF NW 90TH STREET

WHEREAS, the Planning and Zoning Commission reviewed this item at their regular meeting on _____, 2016 and recommended approval of PZ Case No. 16-08.

NOW THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF JOHNSTON, IOWA THAT:

SECTION 1. PURPOSE. The purpose of this ordinance is to change the Official Zoning Map of the City of Johnston, Iowa, under the provisions of Chapters 165 to 172 (Zoning Ordinance), and Section 166.02 (Zoning District Boundaries and Official Zoning Map) of the Johnston Municipal Code.

SECTION 2. OFFICIAL ZONING MAP AMENDED FROM PUD, PLANNED UNIT DEVELOPMENT, ALLOWING USES OF THE PC PROFESSIONAL COMMERCE PARK DISTRICT WITH UPPER STORY RESIDENTIAL USES, KNOWN AS THE WINDSOR OFFICE PARK PUD, TO PUD, PLANNED UNIT DEVELOPMENT, ALLOWING USES OF THE R-3 DISTRICT AT A DENSITY OF 8 UNITS PER ACRE AND ALLOWING USES OF THE R-4 DISTRICT AT A DENSITY OF 16 UNITS PER ACRE. The following legally described property is hereby rezoned from WINDSOR OFFICE PARK PUD to WINDSOR OFFICE PARK PLAT 1 – LOTS 7, 8, 10-15 PUD:

Lots 7,8 and 10-15 of Windsor Office Park Plat 1

SECTION 3. MASTER PLAN PROVISIONS. In accordance with Section 168.11(3) adopted herewith is the PUD Master Plan for the above-described area being rezoned to Planned Unit Development consisting of the following development policies:

A. General Provisions:

1. PUD Master Plan: The concept plan, as prepared by Civil Design Advantage and dated April 14th, 2016 is hereby adopted as the PUD Master Plan. The Master Plan and those additional guidelines as identified herein shall constitute the zoning requirements of the property.

- B. In the administration of these guidelines, any item not addressed specifically will be governed by the Johnston Municipal Code, including Chapters 165-172, Zoning Ordinance.
- C. Any and all development in parcels as hereafter defined shall be subject to individual site plan review and approval by the City Council.
- D. If it can be shown that the intent and purpose of this ordinance can be achieved through other means, the City Council may modify these policies in the approval of individual site plan review application.
- E. Land Use:
 - 1. Parcel A: The permitted uses of the subject property shall be those permitted within the R-4, High Density Multiple-Family Residential Zoning District or PC, Professional Commerce Park Zoning District. Developed uses within Parcel A shall originate from the same underlying zoning classification.
 - 2. Parcel B: The permitted uses of the subject property shall only be those of single-family bi-attached units which are permitted within the R-3, Medium Density Multi-Family Residential Zoning District or those uses permitted within the PC, Professional Commerce Park Zoning District. Developed uses within Parcel B shall originate from the same underlying zoning classification.
- F. Bulk Regulations
 - 1. Parcel A: If developed as residential, the bulk regulations of Johnston Code of Ordinances Chapter 167.04, Setback, Bulk, and Density Regulations, and Johnston Code of Ordinances Chapter 167.05, Bulk Requirements for Multiple Residential Buildings, for R-4 uses, shall apply with the following exceptions:
 - a. Maximum building height shall be sixty (60) feet.
 - b. Minimum lot width shall be one-hundred (100) feet.
 - c. There shall be a fifty (50) foot setback around the perimeter of Parcel A.
 - d. The maximum density of Parcel A shall be sixteen (16) units per acre.
 - 2. Parcel A: If developed as a use permitted within the Professional Commerce Park Zoning District, the bulk regulations of Johnston Code of Ordinances Chapter 168.07.6, Professional Commerce Park Zoning District Bulk Regulations, shall apply with the following exceptions:
 - a. Maximum building height shall be sixty (60) feet.
 - b. Minimum lot width shall be one-hundred (100) feet.
 - c. There shall be a fifty (50) foot setback around the perimeter of Parcel A.
 - 3. Parcel B: If developed as residential, the bulk regulations of Johnston Code of Ordinances Chapter 167.04, Setback, Bulk, and Density Regulations, and Johnston Code of Ordinances Chapter 167.05, Bulk Requirements for Multiple Residential Buildings, for R-3 uses, shall apply with the following exceptions:
 - a. Building height shall be limited to single story ranch style bi-attached units.
 - b. There shall be a fifty (50) foot setback around the perimeter of Parcel B.

- c. The maximum density of Parcel B shall be eight (8) units per acre. This is in recognition that without the restriction of Parcel B to single-family bi-attached units this density would be permitted in the R-3 zoning district.
 - 4. Parcel B: If developed as a use permitted within the Professional Commerce Park Zoning District, the bulk regulations of Johnston Code of Ordinances Chapter 168.07.6, Professional Commerce Park Zoning District Bulk Regulations, shall apply with the following exceptions:
 - a. Maximum building height shall be thirty-five (35) feet. An additional one (1) foot of height may be added for each additional ten (10) feet of separation from the west PUD perimeter setback, up to a maximum height of sixty (60) feet.
 - b. There shall be a fifty (50) foot setback around the perimeter of Parcel B.
- G. Buffer Provisions: Any required buffer created by development within this PUD as defined by Johnston Code of Ordinances Chapter 166.34, Buffer Requirements, shall have the entirety of the required buffer placed entirely within the boundaries of this PUD with the following exceptions:
 - 1. Any required buffer parallel to Windsor Parkway or Thomas Avenue shall be half the total buffer requirement.
 - 2. No buffer will be required on the north PUD boundary. This is in recognition of the existing natural stream buffer on the properties to the north.
- H. Parkland Dedication:
 - 1. If any part of this PUD is developed as residential, parkland dedication shall be required. Parkland dedication is proposed to be satisfied by payment of a parkland development fee to the City totaling \$23,830.10.
- I. Windsor Parkway, NW 90th Street, and Thomas Avenue:
 - 1. A trail designed to City of Johnston standards shall be installed along NW 90th Street with any development. Any necessary pedestrian access easements to accommodate this trail shall be provided.
 - 2. No parking shall be allowed on Windsor Parkway.
 - 3. No driveways for individual bi-attached units shall be located off of Windsor Parkway or NW 90th Street.
 - 4. A sidewalk shall be installed with any development along Windsor Parkway, Thomas Avenue, and on the opposite side of NW 90th Street from where the trail is provided.

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in full effect from and after its final passage, approval, and publication as provided by law.

Passed and approved by the City Council this ____ day of _____, 2016.

PAULA DIERENFELD, MAYOR

ATTEST:

CYNDEE RHAMES, CITY CLERK

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Passed: _____

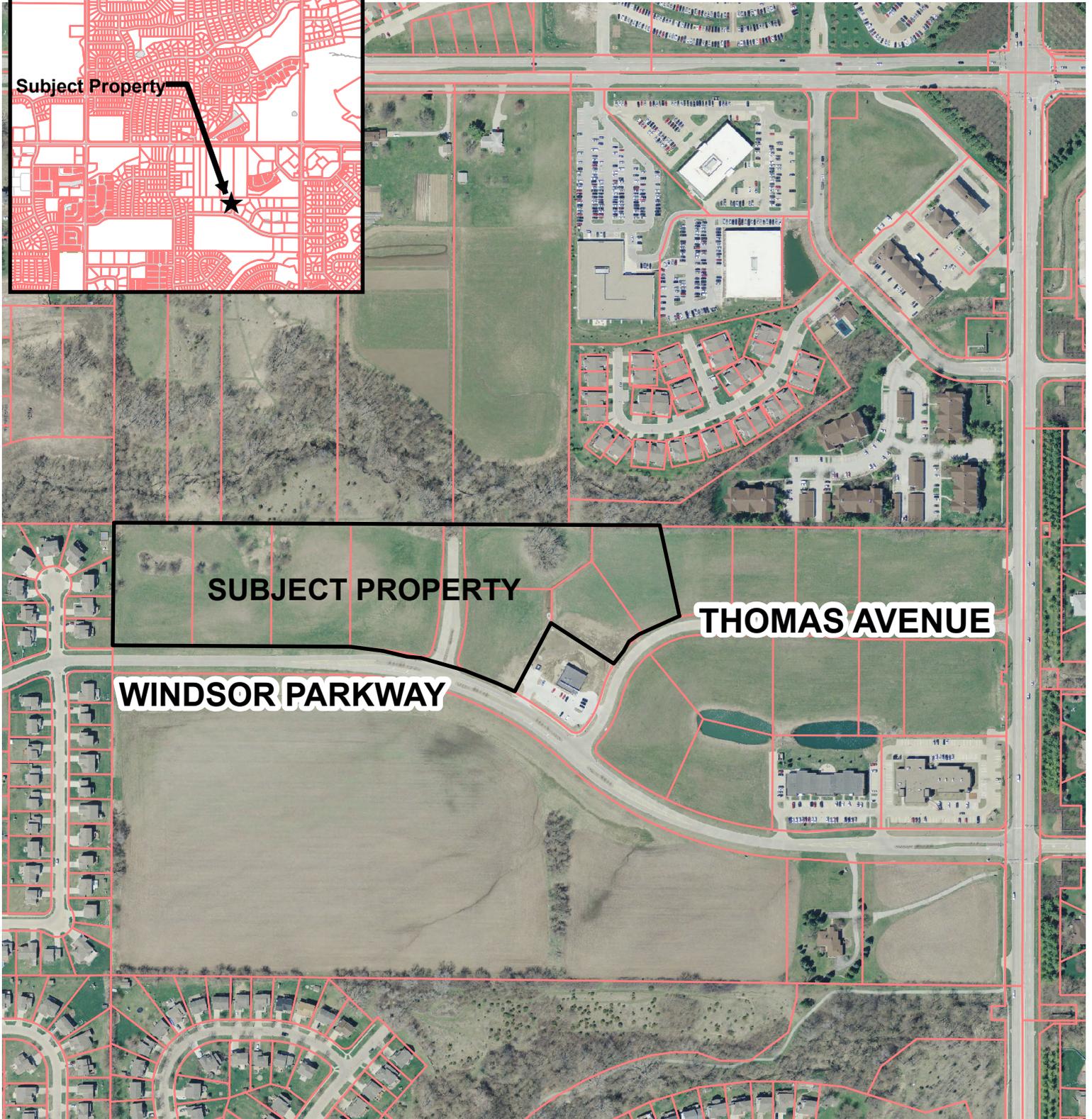
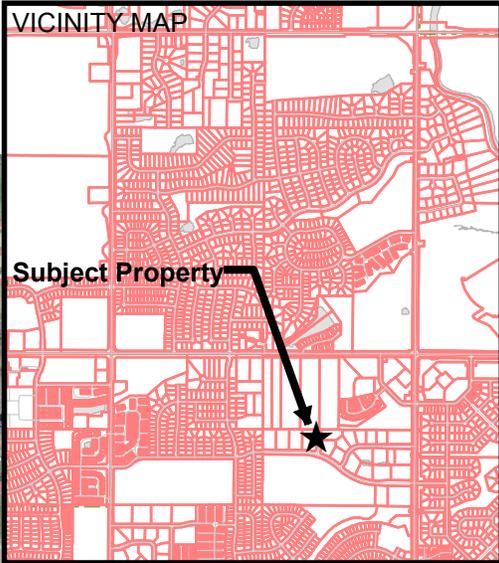
Signed: _____

Published: _____

ROLL CALL VOTE:

	1st Reading		2nd Reading		3rd Reading	
	Aye	Nay	Aye	Nay	Aye	Nay
Brown	_____	_____	_____	_____	_____	_____
Clabaugh	_____	_____	_____	_____	_____	_____
Cope	_____	_____	_____	_____	_____	_____
Lindeman	_____	_____	_____	_____	_____	_____
Temple	_____	_____	_____	_____	_____	_____

PZ CASE 16-08 WINDSOR OFFICE PARK PUD AMENDMENT - REZONING



Created by City of Johnston Department of Community Development
6221 Merle Hay Road, P.O. Box 410, Johnston, IA, 50131-0410 (515)278-2344 Fax:(515)278-2033

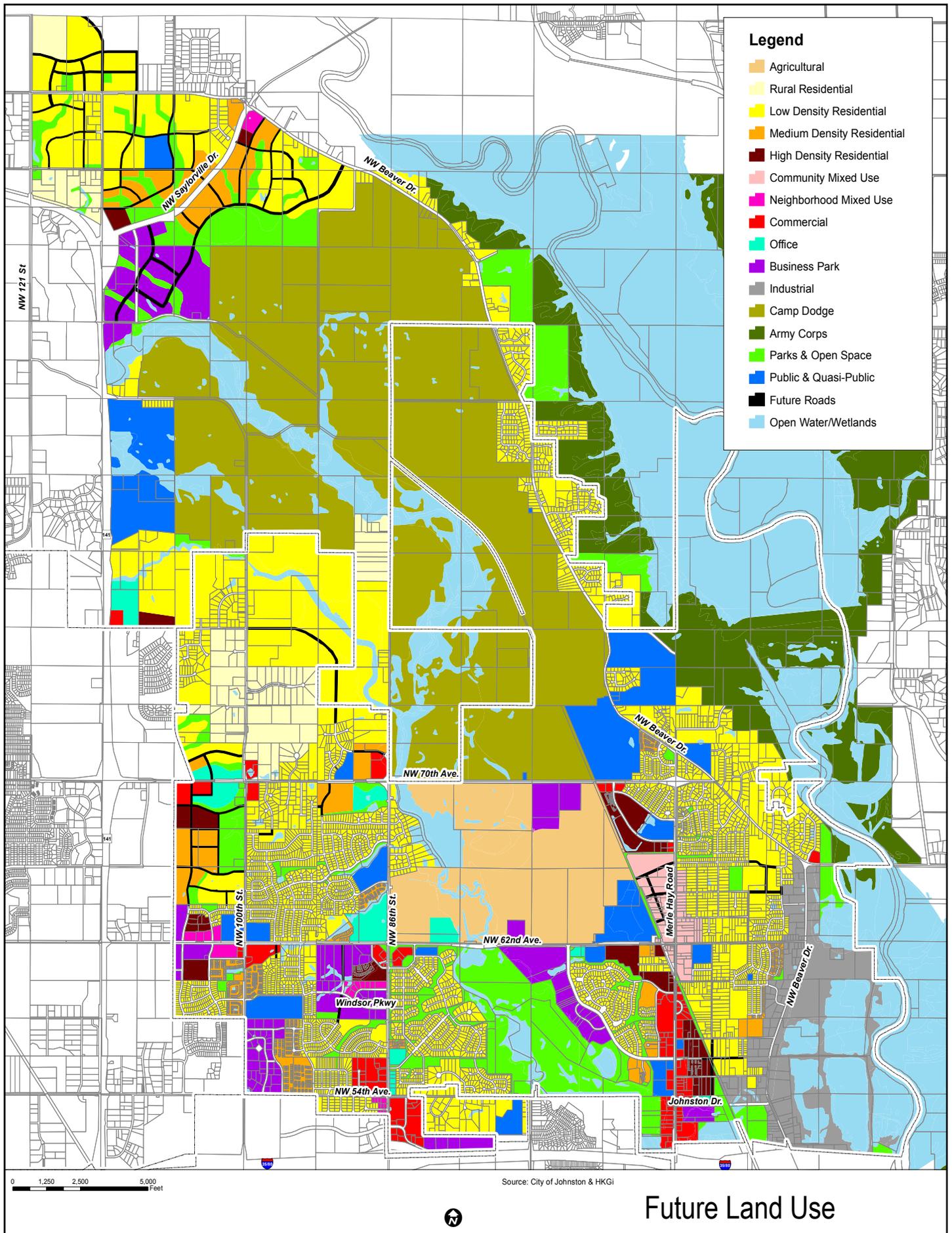


Figure 5.9 - 2030 Future Land Use Plan



Official Zoning District Map

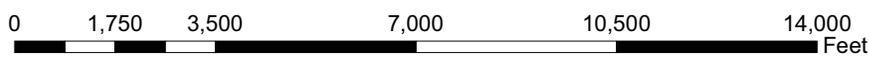
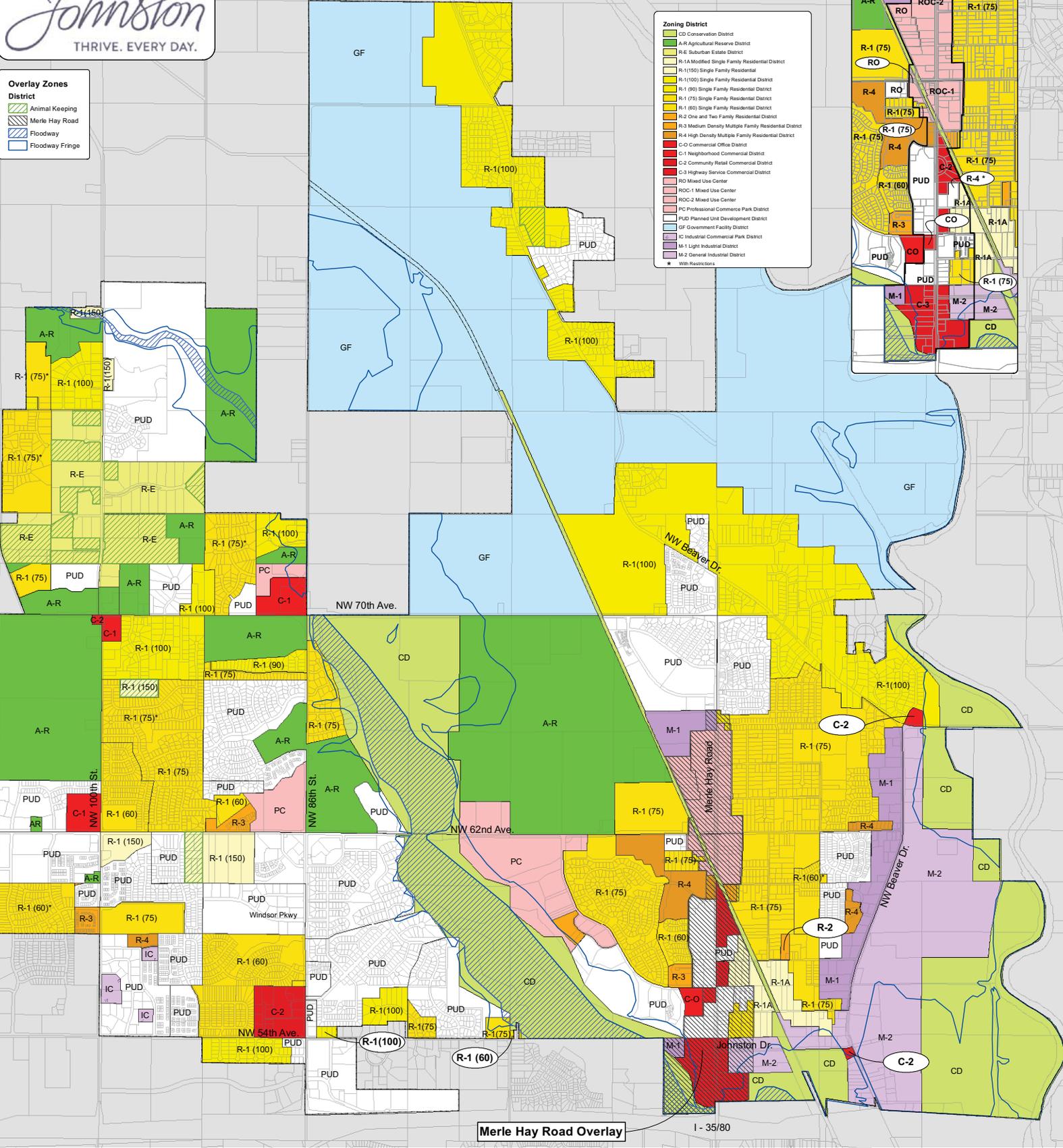
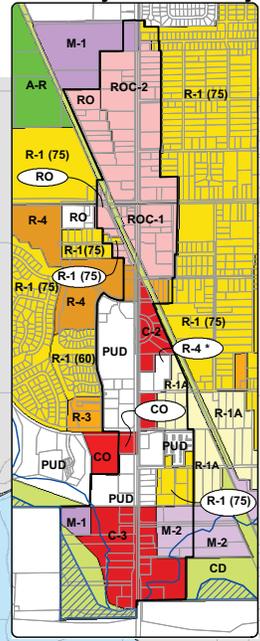
Merle Hay Road Overlay

Overlay Zones

- Animal Keeping
- Merle Hay Road
- Floodway
- Floodway Fringe

Zoning District

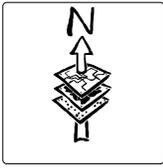
- CD Conservation District
- A-R Agricultural Reserve District
- R-E Suburban Estate District
- R-1A Modified Single Family Residential District
- R-1(110) Single Family Residential District
- R-1(100) Single Family Residential District
- R-1(90) Single Family Residential District
- R-1(75) Single Family Residential District
- R-1(60) Single Family Residential District
- R-2 One and Two Family Residential District
- R-3 Medium Density Multiple Family Residential District
- R-4 High Density Multiple Family Residential District
- C-O Commercial Office District
- C-1 Neighborhood Commercial District
- C-2 Community Retail Commercial District
- C-3 Highway Service Commercial District
- RO Mixed Use Center
- ROC-1 Mixed Use Center
- ROC-2 Mixed Use Center
- IC Industrial Commercial Park District
- PUD Planned Unit Development District
- DF Government Facility District
- M-1 Light Industrial District
- M-2 General Industrial District
- With Restrictions



1 inch = 833 feet

Created by the City of Johnston Department of Community Development
 6221 Merle Hay Road, P.O. Box 410, Johnston, IA, 50131-0410 (515)278-2344 Fax:(515)278-2033
 As of Ordinance/Resolution 932; Oct. 19, 2015

This is to certify that this is the Official Zoning Map referred to in Chapter 166.02 of the Johnston Municipal Code of 2007.
 Honorable Mayor Patia S. Dierenfeld
 9/15/2014
 Date



P:\Map_Arc Document\City Map Projects\2015\City Maps\Zoning\2015\Large.mxd

Map Published December 3, 2015

Comprehensive Plans, while establishing guidelines and vision for the community, are important as living and breathing documents that can be amended as necessary to reflect changes occurring in the community, provided such changes are accompanied by an appropriate level of review and public involvement. To that end, on August 17, 2015 the Johnston City Council adopted the following criteria as guidelines to consider when amendments to the Johnston 2030 Comprehensive Land Use Map are proposed:

1. Is there a demand in the community for the proposed use? Current supply/demand, vacancy/occupancy rates, etc and short and long-term projections for the existing and proposed uses

A strong demand exists for both of the residential for-sale products proposed at this location. Johnston continues to have one of the highest residential growth rates in the metro area (7.2% 2010 over 2000 census). Single family permits in Johnston in 2015 were up 63% outpacing the metro average of 16%, while townhome permits increased only 11%, trailing the metro average of 25% growth. No senior coops are currently available within the Johnston market.

Marketgraphics Research Group, a nationally renowned research firm, reported that the Northwest quadrant of Polk County, which includes the City of Johnston, is short on new home supply. As of February 2016, the firm calculates net new home inventory to be 151 homes, while the total 12-month demand is projected to be 1,009. The analysis shows an elevated need for more housing in this market area.

In the price point of \$275,000 to \$325,000, 29 homes are in supply as of the end of February, whereas the 12-month demand is calculated to be 147 homes. Although housing supply is being added in this price point, it is short of market requirements. Communities like West Prairie Townhomes in Johnston are assisting with demand, but well short of the need.

The result is Johnston is giving up its housing opportunity to other cities in the northwest quadrant of Polk County. These cities include Urbandale, Ankeny, and Polk City. The townhomes proposed at Windsor Office Park provide the price point of home that is in short supply in Johnston, and will bring investment opportunity back to Johnston.

Over the next five years, Marketgraphics projects that the demand for housing in the Des Moines Metropolitan area is expected to increase by 5% per year, on average. Northwest Polk County, eastern Dallas County, and north Warren County are expected to be areas of highest demand. Unfortunately, Johnston sits in an area with low lot inventory. The northwest area of Polk County maintains 237 lots to meet price point of \$275,000 to \$325,000. With annual demand calculated at 147 homes, this leaves less than a two-year supply of inventory in the market. The conversion of non-productive commercial land in Windsor Office Park to residential housing will help fill some of the supply gap.

The 55-64 age segment saw the greatest increase in share in Johnston in the 2010 census, similar to the national average, while Johnston's 35-44 age segment though well above the national average, is declining. Johnston's most recent senior development, Cornerstone Commons, was extremely well received and quickly leased. Implications for growth in this boomer age segment clearly points to an evolving need to add additional senior housing options to retain residents in the community. The proposed senior coop will add a for-sale housing option not currently offered in Johnston.

In addition, to sustain long-term population growth in Johnston, given the coupling of land scarcity and increasing affluence, it will be important to retain seniors in the community, while turning over affordable single family homes for young families who can be priced out of a market.

The current sellers began marketing lots in the development in 2002. Of the total 20 lots, one lot (Lot 12) was sold in 2004. The land (Lot 1) for the Unity Point clinic was purchased by the sellers who subsequently developed the clinic. The Sellers also developed the office condos on Lot 19. Lot 4 was sold in 2007 and never developed. Lot 9 was sold and developed in late 2011. Three additional lot sales have been completed in the last 5 years.

The Sellers have learned that the market resists the location due to the distance from the I80 interchange, and the market also resists retail outside of a 600-900 feet distance from NW 86th Street (a major road network with a high traffic count). Office is an acceptable buffer use adjacent to the retail, but is unsuccessful further west.

CBRE released its annual market survey last month. The NW Des Moines segment of retail is reporting an 81% occupancy rate with an increase in inventory. The office market in this segment is reporting an 85% occupancy level – the lowest in the metro beside South Des Moines. The report indicates that the “office market has remained relatively stable since the previous survey, with little new construction.” In addition, “little inventory is expected to be added to the market in 2016. In many situations, current rental rates do not justify new construction.”

Johnston’s comprehensive plan states, “Maintain a balanced housing supply with housing available for people at all income levels and unit types that meet the varying life-cycle needs of Johnston residents.” Hubbell’s housing proposal is not only consistent with market needs, it is parallel to Johnston’s planning objectives.

**2. What benefits would be generated by the proposed use as compared to the existing use?
What negative impacts would be caused by the proposed use?**

The addition of for-sale residential product will:

Support and sustain the current residential growth being experienced in the City of Johnston, while adding additional housing options for new residents, substantially increase the assessed value of these 8 lots (see attached property tax calculations) and increase and expedite property tax revenues, reduce projected traffic on both Windsor Parkway and Thomas Avenue (see attached trip calculations), while providing a clear and appropriate land development density movement from retail to office to multi-story to single family residences across the entire stretch of the available development.

The removal of these lots would reduce the available land for future office development, however, current projections do not indicate that these lots would be developed in the foreseeable future. In addition, the market currently holds a large inventory of office land in the Urbandale and Johnston market.

3. What is the history of the property? Are there impediments to marketing/developing the site pursuant to the existing use that are unique and distinguish the site from other properties in the community? Are there any factors or criteria unique to the site or area under study that would argue for or against the proposed use?

The history of the property has been detailed in Question #1 above, as well as the impediments to development that have been experienced. Unique to this site is the existence of retail on the eastern border, and single family abutting the western border. This unique factor requires a comprehensive land planning approach to appropriately address density transition between both uses within the same development. The proposed uses incorporate this strategy.

4. Is there or can adequate land use transitions be provided between existing uses and the proposed use? Can buffers and site design be incorporated to minimize the impact on neighboring property owners? What impact is there to existing development sight lines?

Land transitions are addressed above.

Townhomes: A 30' wide buffer area is planned between the existing single family residences to the west and the proposed townhome project. This adds 10 feet to the buffer width required between multifamily and single family zoning. A berm with required buffer plantings will be added in this area as well to further create screening between the two land uses. The site design includes rear loaded units fronting on Windsor Parkway as well towards the properties to the west and north.

Coops: The sight lines will be minimized through buffer parks, street right-of-way and open space landscaping. Buffer parks will be included where property abuts different existing uses (Lot 6 to the east, Lot 9 to the south, and single family to the west). The streets (Windsor Parkway, Thomas Avenue and NW 90th Street) will also separate the existing and proposed uses. Finally, open space landscaping will be placed to limit sight lines from adjacent properties. In addition, care has been taken with the elevations of this building, to understand the context of the site and the view as it is approached from the east – see attached elevations.

Moreover, the transition of lower density land uses to the commercial uses to the east will eliminate the negative impacts commercial activity could have on adjacent neighborhoods. Hubbell's proposal is introducing like uses to be adjacent to existing uses.

5. What are the impacts and is there capacity on the property and within the surrounding area to support the proposed use in the following areas:

- **Roadway network/traffic** – reduction from current - see trip calculations attached
- **Utilities (water, sewer, stormwater management)**
- **Services and amenities (typically available to support the proposed use)**
- **What are the property tax implications that would result from the proposed change?**

Traffic – proposed use will reduce daily trips from an estimated level of 771-810 daily under the current comprehensive plan to a projected 472 – an average reduction of 41%.

Townhomes: The proposed townhome project will not negatively impact the existing street system, or utilities on site. Two street accesses are being proposed for the townhome project and the traffic loads from this project compared to Commercial uses as allowed in the PUD are less – see attached trip calculations. Sanitary sewer and water main appear to be adequately sized to support the townhome use in this area. Stormwater will be managed onsite as required by the City of Johnston and will not overload the existing storm sewer system.

Coop: The proposed use will have negligible effects on the City’s water and sanitary sewer systems. The storm water management will meet the requirements of the City of Johnston. With residential land uses adjacent to the property, relevant services and amenities are close to the property. Specialized amenities for Windsor Co-Op will be self-contained.

Property Taxes: See attached summary of property tax implications. Please note that overall value almost doubles, and overall property tax revenues increase under the proposed development strategy.

The proposed residential uses will provide connectivity between the existing subdivision to the east and Windsor Office park. The proposal is consistent with the Johnston land use plan in that it will provide for pedestrian connectivity between residential neighborhoods with the retail and commercial areas in Windsor Office Park.

Moreover, the land use plan states, “Provide sites for higher density housing in locations that are convenient to commercial services, major roadways and park and recreation areas.” In addition, it states, “Provide a unique mix of commercial, residential, public and related uses in a pedestrian friendly environment.”Hubbell proposal provides housing in a format that specifically addresses these community objectives.

6. What impacts would the proposed use have on existing neighboring properties? Would the proposed use have comparable impacts on neighboring properties as impact of a project that would be consistent with the current comprehensive plan?

The proposed land uses are consistent with surrounding land uses. In Hubbell's proposal, it provides a consistent transition from low density residential to senior cooperative living, to even more intense office and retail land. In effect, Hubbell's proposal provides a necessary buffer/transition that was not considered in the initial design of Windsor Office Park. The proposed use reduces traffic in the neighborhood, while adding important residential for-sale property and rooftops to support the currently existing and forthcoming retail uses in the neighborhood. When considering low density development, Johnston's land use plan states "Provide appropriate buffers to allow density transitions and to accommodate a range of housing types."

The Comprehensive plan states, "allow infill development in a manner that protects the character of existing residential neighborhoods." Hubbell proposal is in harmony with this statement. It provides high quality in-fill housing that is cohesive to its surroundings, and immediately adjacent to commercial services.

In addition, the land use plan states, "Encourage a variety of housing types to support the diverse needs of the residential population." The combination of townhomes and senior living cooperatives provide for a diversity of housing to meet different income and aging requirements of the community.

7. What impact will the the proposed use have on the balance of development mix in the community? What is the land availability within the community for uses similar to the proposed and existing land use designations?

The two proposed for-sale uses expand the options for future residential residents of the City of Johnston and introduce a new senior option to the community not currently available in the city. The coop option is currently being constructed in just two cities in the metro – Des Moines Beaverdale neighborhood and West Des Moines.

Land availability options are attached. Options do not offer the neighborhood mix, amenities, infrastructure or land mass that are currently offered at this location.

Taxable Value Analysis (2015/2016)

As Proposed				Revenues		
Residential	Value/Unit	Units	Project Value	City of Johnston	School	Total Jurisdictions
Bi-Attached TownHome	\$ 275,000	40	\$ 11,000,000	\$ 70,506	\$ 112,528	\$ 257,406
Senior Housing Cooperative	\$ 181,000	57	\$ 10,317,000	\$ 66,128	\$ 105,541	\$ 241,423
Total			\$ 21,317,000	\$ 136,635	\$ 218,069	\$ 498,829

Under current PUD				Revenues		
Office	Value/SQFT	SQFT	Project Value	City of Johnston	School	Total Jurisdictions
General Office Buildings	\$ 155	70,000	\$ 10,850,000	\$ 112,303	\$ 179,236	\$ 409,998

Source: Polk County Assessor; Identification of like uses and value

Assumptions

\$ 41.98647 Total Tax Levy
 \$ 11.50054 Johnston Tax Levy
 \$ 18.35491 Johnston School District Tax Levy

55.73% Residential Rollback
 90.00% Commercial Rollback

Trip Generation Rates from the 8th Edition ITE Trip Generation Report

Land Use	Description / ITE Code	Units	Rate		% PM In	% PM Out	Units	Expected Units (independent variable)	Calculated Daily Trips	PM Peak			
			Weekday Daily Traffic	PM Peak Period Rate						Trips - Total	PM In	PM Out	
Single-Family	Single Family Homes 210	DU	9.57	1.01	63%	37%	DU	24	230	24	15	9	<i>Notes: For comparison to THs only Assuming 3 units per acre</i>
Office	General Office 710	KSF2	11.01	1.49	17%	83%	KSF2	70	771	104	18	87	
Office	Single Tenant Office Bldg 715	KSF2	11.57	1.72	15%	85%	KSF2	70	810	120	18	102	<i>Assuming 5000 SQFT per Acre</i>
Townhomes	Resd. Condo/Townhouse 230	DU	5.81	0.52	67%	33%	DU	40	232	21	14	7	<i>McClure's Density Analysis & Layout</i>
Condos	Low Rise Resd. Condo 231	DU	NA	0.78	58%	42%	DU	57	NA	44	26	19	<i>Per number of Cooperative Units</i>
Retirement	Retirement Community 250	DU	NA	0.27	56%	44%	DU	57	NA	15	9	7	<i>Per number of Cooperative Units</i>
Elderly	Elderly Housing- Attached 252	Occ.DU	3.48	0.16	60%	40%	DU	57	198	9	5	4	<i>Per number of Cooperative Units</i>
Apartment	High Rise Apartment 222	DU	4.20	0.35	61%	39%	DU	57	239	20	12	8	<i>Per number of Cooperative Units</i>
HRC Proposal	Cooperative and Townhomes							97	472	41	26	15	<i>Combined Analysis</i>

NA: Not Available
DU: Dwelling Unit
KSF²: Units of 1,000 square feet

Windsor Office Park - Lots 12, 13, 14, 15, 7, 8, 10 & 11 are under contract totaling 12.70 Acres

Possible Alternative Sites:

1. Up to 18 acres zoned C-3 & M-2 located at Northeast corner of NW Johnston Drive & Merle Hay Road (Elwell Ground). Parcel is bisected by high tension electrical wires – bad for residential development.
2. 9.4 acres located at northwest corner of NW 86th Street and NW 70th Avenue owned by Kum & Go. Zoned commercial/Retail. No streets or curbs, lights or other visible infrastructure in place. Too far north of I-35/80 interchange for quick access to metro area.
3. 63.39 acres owned by Simpson family at southwest corner of NW 86th Street & NW 70th Avenue. Agricultural zoning. Future development plan calls for office & retail. Undeveloped farm ground. Site too large.
4. 6600 Merle Hay Road zoned M-1 Light Industrial – This is 8.93 acres located next to the Johnson Brothers of Iowa warehouse. This site is too small to achieve the needed density for Hubbell’s plan, Hubbell doesn’t want to add additional housing on Merle Hay Road in addition to its Cadence development of 195 units, and the environment this site offers is not conducive to this type of residential development plans.
5. Hubbell Realty Company maintains 17 acres of developable office ground in Birchwood Business Park, and can accommodate parcel sizes similar into Windsor Office Park. It is strategically positioned along I-80/35, and highly visible. It is appropriate for office uses but not residential given the proximity to the interstate.

Notice of Public Meeting

April 15th, 2016

The Johnston Planning and Zoning Commission will hold a Public Meeting at 7:00 p.m. on Monday, April 25th, 2016 in the Council Chambers of Johnston City Hall, 6221 Merle Hay Road to consider the following item:

PZ Case No. 16-08; Windsor Office Park Comp Plan Amendment and Rezoning

Hubbell Realty Company has requested an amendment to the Comprehensive Plan from Business Park to Medium Density Residential and High Density Residential to allow for the rezoning of 13.03 acres north of Windsor Parkway and West and East of NW 90th Street from PUD, Planned Unit Development (Windsor Office Park), allowing uses of the Professional Commerce Park (PC) District, to a new PUD allowing R-3 Medium Density Multi-Family Residential at a density of 8 units per acre and R-4 High-Density Multi-Family Residential uses at a density of 16 units per acre. At this meeting, both the change in the Comprehensive Plan Land Use Designation and the Proposed Rezoning will be considered.

If you have questions or comments on the above-described action, please contact the city staff person listed at the bottom of this card via phone, written comments in advance, or attend the meeting at the above-listed date and time, or visit the city's website for more information:

www.cityofjohnston.com/proposeddevelopment

David Wilwerding, Community Development Director
Johnston City Hall; 6221 Merle Hay Road; Johnston, IA 50131
Phone: 727-7775; Email: dwilwerding@cityofjohnston.com

NAME	ADDRESS	CITY, STATE, ZIP CODE
KEVIN MORRISSEY	5825 NW 92ND CT	JOHNSTON, IA 50131
WINDSOR OFFICE PARK LLC	3101 INGERSOLL AVE	DES MOINES, IA 50312
JANE KEOWN (TRUSTEE)	8856 STONEPOINTE LN	JOHNSTON, IA 50131
LARRY EATON	8908 STONEPOINT LN	JOHNSTON, IA 50131
JACQUELINE QUINN	8840 STONEPOINTE LN	JOHNSTON, IA 50131
LINDA WEBER	8900 STONEPOINTE LN	JOHNSTON, IA 50131
BEVERLY WILLIAMS	8824 STONEPOINTE LN	JOHNSTON, IA 50131
CURT STRONG	8916 STONEPOINTE LN	JOHNSTON, IA 50131
DIANE HOWARD (TRUSTEE)	8848 STONEPOINTE LN	JOHNSTON, IA 50131
MUNIBA OHRAN	5829 NW 92ND CT	JOHNSTON, IA 50131
GARY DUBAY	8841 STONEPOINTE LN	JOHNSTON, IA 50131
CHARLES O'HOLLEARN (TRUSTEE)	9150 NW 62ND AVE	JOHNSTON, IA 50131
HAROLD TURNER	9110 NW 62ND AVE	JOHNSTON, IA 50131
STEPHEN DE COOK (TRUSTEE)	8950 NW 62ND AVE	JOHNSTON, IA 50131
LORI ROTTENBERG	3127 DRUID HILL DR	DES MOINES, IA 50315
FOUNTAIN TUCKER LLC	100 MARKET ST STE 102	DES MOINES, IA 50309
PREMIER CREDIT UNION	800 9TH ST	DES MOINES, IA 50309
MARY J BUCKLEY TRUST	8832 STONEPOINTE LN	JOHNSTON, IA 50131
MARI COPPOLA	8816 STONEPOINTE LN	JOHNSTON, IA 50131
STONEPOINTE TOWNHOMES ASSOCIATION OF JOHNSTON	2420 PINE CIR	URBANDALE, IA 50322
TERESA HOLMGREN	9304 NW 62ND AVE	JOHNSTON, IA 50131
	3737 WOODLAND AVE STE	WEST DES MOINES, IA
WALKER & SHERINIAN INVEST LLC	630	50266
RONALD HOLMGREN	9304 NW 62ND AVE	JOHNSTON, IA 50131
PREMIER CREDIT UNION	800 9TH ST	DES MOINES, IA 50309
RIGGS & BURRAGE LLC	8831 WINDSOR PARKWAY	JOHNSTON, IA 50131
AKC INVESTMENTS LLC	3111 DOUGLAS AVE	DES MOINES, IA 50310
CRESCENT CHASE CONDOMINIUMS	8650 CRESCENT CHASE	JOHNSTON, IA 50131



Notice of Proposed Development *City of Johnston, Iowa*

April 14th, 2016

PZ Case No. 16-08; Windsor Office Park Comp Plan Amendment and Rezoning

Hubbell Realty Company has requested an amendment to the Comprehensive Plan from Business Park to Medium Density Residential and High Density Residential to allow for the rezoning of 13.03 acres north of Windsor Parkway and West and East of NW 90th Street from PUD, Planned Unit Development (Windsor Office Park), allowing uses of the Professional Commerce Park (PC) District, to a new PUD allowing R-3 Medium Density Multi-Family Residential at a density of 8 units per acre and R-4 High-Density Multi-Family Residential uses at a density of 16 units per acre. At this meeting, both the change in the Comprehensive Plan Land Use Designation and the Proposed Rezoning will be considered.

Applicants:

Hubbell Realty Company
Kris Sadoris and Joe Pietruszynski
6900 Westown Parkway
West Des Moines, IA, 50265

Meeting Schedule:

Planning and Zoning Commission, April 25th, 2016

The meeting will be held in the Council Chambers of Johnston City Hall, 6221 Merle Hay Road and begin at 7:00 p.m. The public is welcome and invited to attend the above noted meeting and an opportunity will be provided for you to make comments on the proposed request.

Staff Contact:

Comments and questions about this application may be directed to:

David Wilwerding, Community Development Director
Johnston City Hall
6221 Merle Hay Road Johnston, IA 50131
Phone: 727-7775
Email: dwilwerding@cityofjohnston.com

Attachments:

Vicinity Map
Proposed PUD Master Plan
Current Zoning
Current 2030 Comprehensive Future Land Use Map

JOHNSTON CITY COUNCIL
Worksession No. 16-07
Johnston City Hall, 6221 Merle Hay Road
March 21, 2016
6:00 p.m.

1. CALL TO ORDER
Mayor Dierenfeld called the meeting to order at 6:00 p.m.
2. ROLL CALL
Present: Clabaugh, Lindeman, Brown, Cope, Temple
Absent: None
3. BOOK OF VALUES/APPRAISALS DISCUSSION
Public Works Director Dave Cubit introduced Russ Manternach of Commercial Appraisers of Iowa. Manternach explained the difference between property costs in the project book, which is a compensation estimate, and an actual appraisal.
4. DISCUSS ARCHITECTURAL STANDARDS FOR THE WINDSOR OFFICE PUD AS REQUESTED BY SLINGSHOT ARCHITECTURE
Planning Intern Clayton Ender introduced Eric Wessels of Slingshot Architecture. Wessels reviewed the request to allow stone masonry as an alternative to brick. Wessels noted that the proposed building would be similar to that of the Fiedler and Timmer building on Windsor Parkway. Council Members noted their consensus with moving the project forward with the stone masonry.
5. DISCUSS A POTENTIAL COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT AND REZONING TO ALLOW MEDIUM AND HIGH DENSITY RESIDENTIAL USES WITHIN WINDSOR OFFICE PARK
Joe Pietruszynski of Hubbell Realty addressed the Council regarding proposed development within Windsor Office Park. Pietruszynski noted that Hubbell had listened to recommendations for transitioning residential property within the Park. He reviewed the proposed bi-attached homes, noting there would be 40 homes at a density of 5 units per acre. He also noted that the price point on the homes would be in the \$285,000 range. Chris Sadoris, also of Hubbell Realty, also addressed the Council regarding a high-density co-op proposal just to the west of the proposed project reviewed by Pietruszynski. She noted that the 57 units would be for sale units, not rentals. Hubbell representatives noted they had meetings set with the neighborhood.
Council members noted they were encouraged to see that Hubbell had listened to the concerns for residential development in the area and that they were anxious to hear the neighbor's reactions to the plan.
6. CAPITAL CROSSROADS LOCAL GOVERNMENT COLLABORATION – HUMAN RESOURCES and LIBRARY SERVICES
Finance and Human Resources Director Teresa Rotschafer and Library Director Eric Melton gave updates to the Council on their participation in the Capital Crossroads Collaboration.
7. DISCUSS CONSIDERATION OF A COMPLETE STREETS POLICY
Community Development Director David Wilwerding reviewed the Complete Streets policy, noting that it was essentially a multi-modal plan which facilitated looking at more than just how fast cars can go and how many traffic control devices are needed. He also noted that while Complete Streets was the title of the plan created by the MPO, the Johnston 2030 Comprehensive Plan contains Policies and Action Steps which encourage the multi-modal system. He noted that the MPO was encouraging cities to adopt the Complete Streets policy as part of the Tomorrow Plan and that they have also indicated that future funding of grants would likely be limited to those cities with an adopted policy.

The meeting adjourned at 6:59 p.m.

Paula S. Dierenfeld, Mayor

ATTEST:

Cyndee D. Rhames, City Clerk



Community Development Department

Johnston, Iowa

Planning and Zoning Commission

April 19, 2016

SUBJECT: Consider recommendation of a Complete Streets Policy.	<input checked="" type="checkbox"/> Recommendation to Council
SYNOPSIS:	<p>The Johnston 2030 Comprehensive Plan contains Policies and Action Steps encouraging a multi-modal transportation system, including “Encourage multiple use right of way areas that accommodate appropriate modes of transportation.” This type of multi-modal street is commonly referred to as a “Complete Street.” As a recommendation of the Tomorrow Plan, a regional plan for sustainability, the Des Moines Area MPO created a model complete street policy and has encouraged metro City’s to consider adopting a policy.</p> <p>Complete streets are streets that are for everyone. They are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders. People of all ages and abilities are able to safely move along and across streets in a community, regardless of how they are traveling. Complete streets are good for business, neighborhoods and residents’ wellbeing. Streets designed for people of all ages and abilities create stronger, healthier and safer communities. Currently, six metro cities have adopted a Complete Streets policy including Des Moines, Carlisle, Norwalk, Windsor Heights, Pleasant Hill and West Des Moines. More information is available at http://dmampo.org/complete-streets/.</p> <p>The City of Johnston has a long standing history of designing streets with the typical components of complete streets where practical and possible, including trail, sidewalk and pedestrian improvements. Most recently the City received a \$15,000 grant from the MPO to construct a pedestrian island for the trail crossing on NW 60th Avenue just east of Merle Hay Road. The MPO has indicated future funding for similar type projects would likely be limited to City’s with an adopted Complete Streets policy.</p>
RECOMMENDATION:	<p>The Public Works Council Ad Hoc Council Subcommittee reviewed the template Complete Streets policy provided by the Des Moines Area MPO and suggested a number of amendments to the policy to fit it to Johnston. The policy is non-binding and largely documents many of the design considerations that already occur through the design and development of street, sidewalk and trail projects throughout the community. The Council has reviewed this policy and requested a recommendation from the Parks Board and the Planning and Zoning Commission, upon recommendation from both entities a resolution of approval would be provided for Council consideration. The Parks Board recommended approval on April 19, 2016, subject to clarification of the exemptions listed in item # 2 of the policy. Those clarifications have been made on the attached draft.</p>



Complete Streets Policy

The term complete street means designing, building and operating the streets to routinely accommodate safe travel by all modes and all people. A complete street serves everyone who travels, be it by driving, walking, bicycling, riding transit or other means while connecting to a larger transportation network. People of all ages and abilities are able to safely move along and across streets, regardless of how they are traveling. Complete streets are essential for access by people who cannot drive. Streets without safe access for non-motorized transportation represent a barrier for people who use wheelchairs, and for older adults and children. A complete street may look quite different on different sides of the same city, but are designed to balance safety, access and mobility for everyone using the street.

The City of Johnston recognizes the need for complete streets and will accommodate elements that create a complete street where possible. Some of the elements under consideration for inclusion on a complete street can be sidewalks, shared use paths, bike lanes, fewer travel lanes, narrower lane widths, improved street crossings, bump outs, pedestrian signals, signs, street furniture, street trees, and transit shelters, access and facilities. All designs should be context-sensitive to meet the needs of the community and surrounding area while emphasizing safe and accessible travel for all people.

Every city, state and federally funded transportation improvement and project phase should be approached as an opportunity to create safer, more accessible streets for all users. Project phases include planning, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, and operations as well as any change to transportation facilities within street rights-of-way such as capital improvements, re-channelization projects, and major maintenance.

To this end, the City of Johnston will:

- Work with the City of Johnston departments, design engineers, neighborhood groups adjacent to the project and other interested parties to design opportunities appropriate to the project.
 - Review and revise related procedures, plans, regulations, design guides and other processes to align goals with the Complete Streets Policy and ensure accommodation of all users in all projects.
1. The design and development of the transportation infrastructure shall improve conditions for transit users, motorists, bicyclists, pedestrians and other users through the subsequent steps:
 - 1.1 Plan projects for the long-term. Transportation improvements are long-term investments that remain in place for many years. The design and construction of new facilities should anticipate likely future demand for transit, bicycling, and walking facilities and not preclude the provision of future improvements.
 - 1.2 Address the need for bicyclists and pedestrians to cross corridors as well as travel along them. Even where bicyclists and pedestrians may not commonly use a particular corridor that is being improved or constructed, they will likely need to be able to cross that corridor safely and conveniently. Therefore the design of intersections and interchanges shall accommodate bicyclist and pedestrians in a manner that is safe, accessible, and convenient.
 - 1.3 Design facilities to the best currently available standards and guidelines. The design of facilities for should follow design guidelines and standards that are commonly used, such as:
 - AASHTO Guide for the Development of Bicycle Facilities;
 - AASHTO's A policy on Geometric Design of Highways and Streets;
 - AASHTO's Guide for the Planning, Design, and Operation of Pedestrian Facilities;
 - SUDAS: State Urban Design and Specifications Manual;
 - Federal Highway Administration's Manual on Uniform Traffic Control Devices for Streets and Highways;

- ITE Recommended Practice Context Sensitive Solutions in Designing Major Urban Thoroughfares for Walkable Communities; and,
 - National Association of City Transportation Officials (NACTO) Urban Street Design Guide.
2. Pedestrian and bicycle ways and transit considerations will be considered for establishment in new construction and reconstruction of street and bridge projects within the City of Johnston. The following items would be considered acceptable exemptions to this policy:
- 2.1 Where bicyclists and pedestrians are prohibited by law from using the roadway (such as access control roadways, i.e. interstates). In this instance, a greater effort may be necessary to accommodate all users (bicyclists, motorists, transit vehicles and users, and pedestrians of all ages and abilities) elsewhere within the right of way or within the same transportation corridor.
- 2.2 Where sparsity of population or other factors indicate an absence of future need. This is defined as streets developed as a cul-de-sac with four or fewer dwellings or if the street has severe topographic or natural resource restraints. Also an indication of absence of need is when the annual average daily traffic (AADT) is projected to be less than 500 vehicles per day over the life of this project.
3. Using performance measures to evaluate the progress of the Complete Streets Policy is a valuable and essential part of successfully implementing safer, more complete streets. The MPO is available and able to assist in identifying performance measures and providing data.

These measures can include:

- Rate of crashes, injuries and fatalities by mode;
 - Percentage of transit stops accessible via sidewalks and curb ramps;
 - Number of approved and denied exceptions;
 - Completion of Safe Routes to School projects;
 - Total miles of on-street bicycle facilities;
 - Total miles of off-street bicycle facilities;
 - Bicycle and pedestrian counts; and,
 - Other relevant measures.
4. The City of Johnston views complete streets as integral to everyday transportation options. To this end:
- 4.1 The City of Johnston will incorporate complete streets principles into the Comprehensive Plan, Bicycle and Pedestrian Plan, and other appropriate plans and other manuals, checklists, decision trees, rules, regulations, and programs as appropriate.
- 4.2 The Public Works, Parks and Recreation and Community Development departments will review current design standards, including subdivision regulations that apply to new roadway construction, to ensure that they reflect the best available design guidelines, and effectively implement complete streets.
- 4.3 When available, the City of Johnston shall encourage staff professional development and training on non-motorized transportation issues through attending conferences, classes, webinars, and workshops.
- 4.4 The City of Johnston staff shall identify all current and potential future sources of funding for street improvements and recommend improvements to the project selection criteria to support complete streets projects.
- 4.5 The City of Johnston shall promote project coordination among departments and agencies with an interest in the activities that occur within the public right-of-way in order to better use fiscal resources.