

Direction: CITY1685.DSS

Vice Chairperson Costa called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, November 21, 2016, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent

**Item 1 - Consent Agenda**

**Item 1a - Minutes of the meeting of November 7, 2016**

Vice Chairperson Costa asked for any comments or modifications to the November 7, 2016 minutes.

Moved by Commissioner Hatfield, seconded by Commissioner Andersen, the Plan and Zoning Commission approved the November 7, 2016 meeting minutes.

Vote: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent

Motion carried.

**Item 2 – Public Hearings**

**2a – Amendment to City Code – Indoor Self-Storage in Commercial Districts, Amend Title 9, Zoning to regulate Indoor Self-Storage in Commercial Districts – AO-003229-2016**

Vice Chairperson Costa opened the public hearing and asked the Recording Secretary to state when the public notice was published. The recording secretary indicated that the notice was published in the Des Moines Register on November 11, 2016.

Vice Chairperson Costa asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

Moved by Commissioner Andersen, seconded by Commissioner Brown, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Vote: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent

Motion carried.

Planner Tragesser noted that staff had received several inquiries regarding locating indoor self-storage in commercial districts. After discussion with the Development and Planning City Council Subcommittee, staff drafted an ordinance to allow this use in the commercial districts under a permitted conditional use permit with specific performance standards. Specifically, one of the performance standards requires commercial tenant spaces on the first floor to help maintain the activity level of a commercial center.

Vice Chairperson Costa asked what attributed to the requests for additional self-storage. Ms. Tragesser replied that the appeal is to locate indoor self-storage near residential areas.

Vice Chairperson Costa asked if anyone from the audience would like to speak to this item; seeing none, closed the public hearing and asked for continued discussion or a motion.

Moved by Commissioner Brown, seconded by Commissioner Andersen, the Plan and Zoning Commission approve a resolution recommending to the City Council approval of the ordinance amendment.

Vote: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent  
Motion carried.

**Item 3 – Old Business**

There were no Old Business items to be addressed.

**Item 4 – New Business**

**Item 4a – 1345 South 60<sup>th</sup> Street Grading Plan, 1345 South 60<sup>th</sup> Street – Approval of dirt fill on the southeast corner of the lot – Civil Engineering Consultants, Inc. – GP-003251-2016**

Ed Arp, Civil Engineering Consultants, Inc., 240 86<sup>th</sup> Street, Suite 12, Des Moines, representing the applicant, requested grading plan approval to bring fill into the site located at 1345 S 60<sup>th</sup> Street. Mr. Arp provided a vicinity sketch of the area and the proposed contours showing where the street had been raised. With the widening of 60<sup>th</sup> Street, it became apparent to the neighbors that there would be additional dirt available. The use of this dirt would give the neighbors the opportunity to smooth out their yards.

Planner Munford pointed out that Exhibit A in the staff report stated there were no Conditions of Approval, but there is the stipulation that the applicant has the responsibility of installing and maintaining all necessary soil erosion measures and establishing the appropriate ground cover to aid in erosion prevention and mitigate soil runoff.

Moved by Commissioner Hatfield, seconded by Commissioner Brown, the Plan and Zoning Commission adopt a resolution approving the 1345 South 60<sup>th</sup> Street grading plan, subject to the applicant meeting all City Code requirements and the following:

- 1. The applicant installing and maintaining all necessary soil erosion measures and establishing the appropriate ground cover to aid in erosion prevention and mitigate soil runoff.

Vote: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent  
Motion carried.

**Item 5 – Staff Reports**

There were no staff reports.

**Item 6 - Adjournment**

Vice Chairperson Costa asked for a motion to adjourn the meeting.

**PLAN AND ZONING COMMISSION MEETING**

**November 21, 2016**

Motion by Commissioner Hatfield, seconded by Commissioner Andersen, to adjourn the meeting.

Vote: Andersen, Brown, Costa, Hatfield.....Yes  
Crowley, Erickson, Southworth.....Absent  
Motion carried.

The meeting adjourned at 5:40 p.m.

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Chris Costa, Vice Chairperson

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Kimberly Taylor, Recording Secretary