

**CITY OF WEST DES MOINES  
DEVELOPMENT AND PLANNING  
CITY COUNCIL SUBCOMMITTEE MEETING  
City Hall Training Room**

Tuesday, March 19, 2018

**Attending:**

Council Member John Mickelson  
Council Member Renee Hardman  
City Manager Tom Hadden  
Deputy City Manager Jamie Letzring  
City Attorney Dick Scieszinski  
Assistant City Attorney Greta Truman  
Principal Engineer Ben McAlister

Development Director Lynne Twedt  
Development Coordinator Linda Schemmel  
Chief Building Official Rod VanGenderen  
Planner Brian Portz  
Planner Brad Munford  
Planner Kara Tragesser

Guests:

Item #1- Walnut Grove Parking

Christy Drake, Drake Homes  
Bob Gibson, Civil Design Engineering  
Tom Berkemann, Simonson & Associates

Item #2 – Hoop Structures in General Industrial

Bill Mabuce, WDM Water Works  
Mark Hanasz, WDM Water Works

Item #3 –Minimum Lot Size of PCP

Bree Cooper, Hy-Vee, Inc.

Development Director Lynne Twedt opened the meeting of the Development and Planning City Council Subcommittee at 8:02 am.

**1. Walnut Grove Parking**

Owners of the retail center located at the SW corner of I-235 and 50<sup>th</sup> Street have applied to add a net of 9 parking stalls at the southwest corner of their site, increasing their available parking from 103 to 112 stalls. Two businesses in the center are designated restaurant use, which requires 99 stalls. There is question about their parking needs aligning more with a drinking establishment designation, which requires 122 parking stalls within the site. The new parking stall location backs up to a condominium development and is very near to a dwelling, and staff would like to minimize potential impact on the residential area. Although customers do utilize the drive lane for overflow parking, the Fire Marshal indicated that he can currently still get through the site.

Owner Christy Drake was present to answer questions, and stated that the center contains two vacant tenant spaces which they hope to fill, and believe additional parking would support getting them leased.

*Direction – Council Members were supportive of the new parking proposal, however they recommended that the owner encourage staff parking in the newly added stalls to minimize noise and reduce impact on adjacent residential area.*

**2. Hoop Structures in General Industrial**

West Des Moines Water Works has requested to install a membrane structure to protect bulk materials. The WDM Public Services facility has used a similar structure for ten years to store salt. Staff recommends establishing this use for General and Light Industrial districts only, with requirements regarding use of durable material and concrete side walls.

*Direction - Council Members were supportive of staff recommendations.*

**3. Minimum Lot Size of PCP**

Professional Commerce Park zoning requires minimum lot size of 2 acres. There are approximately 105 PCP zoned parcels which currently do not meet the minimum 2 acre requirement, with approximately 60 already developed, and 45 undeveloped. Staff recommend that the PCP requirement be reduced to match the 60,000sf lot required of commercial, as most issues related to lot size stem from the incorporation of the uses which are more commercial in nature. Staff is seeking Council direction regarding reducing minimum lot sizes to 60,000sf to match commercial zoning, 1 acre, or 10,000sf to align with office district. Staff recommended the 60,000sf size at this time.

Bree Cooper, Hy-Vee, Inc., was present to discuss the PCP lot size issue pertaining to a site they are seeking to subdivide. Part of the parcel is owned by a second party, and reducing the minimum lot size requirement will enable Hy-Vee to meet the zoning requirements for their project and facilitate a proposed subdivision of the lot.

*Direction: Council Members were supportive of reducing PCP minimum lot size to 60,000sf to match commercial zoning at this time, with future consideration of reducing lot sizes further.*

**4. Upcoming Projects – A map was provided a brief description of each.**

- a. City Code Amendment: Amend city code to allow membrane structures for storage of bulk materials in the General and Light Industrial zoning districts (AO-003771-2018)
- b. Bridgewood Square (180 Jordan Creek Pkwy): Construction of an approximately 5,000sf multi-tenant commercial building including coffee shop with drive-thru (OSP-003810-2018)

**5. Minor Modifications & Grading Plans (Staff Approval)**

- a. Continental Plaza (7315 Lake Dr): Site grading in preparation of construction of hotel (GP-003808-2018)
- b. Valley Junction Activity Center (217 5<sup>th</sup> St): Removal of rear fire escape – no longer needed as required exit due to change in occupancy numbers (MML1-003812-2018)
- c. Valley Church (4343 Fuller Rd): Addition of windows for new offices (MML1-003816-2018) *Council member Mickelson requested staff work with the church to get a plan in place to remedy the blank wall that was allowed in anticipation of a future expansion of the building which no longer appears to be necessary with the construction of the church's facility across the street.*
- d. Water Tower Place (4100 University Ave): Façade modification of Marshall's tenant space (MML1-003818-2018)

**6. Other Matters – There were none.**

The meeting adjourned at 8:39 a.m.

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Lynne Twedt, Development Services Director

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Jennifer Canaday, Recording Secretary