

PLAN AND ZONING COMMISSION MEETING

Direction: PZ_AF_10-08-2018

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, October 8, 2018, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Andersen, Costa, Drake, Erickson, Southworth.....Present
Crowley, Hatfield.....Absent

Chairperson Erickson asked for any comments or modifications to the September 24, 2018 minutes.

Moved by Commissioner Drake, seconded by Commissioner Andersen, the Plan and Zoning Commission approved the September 24, 2018 meeting minutes.

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

Motion carried.

Item 2 – Public Hearings

There were no Public Hearing items to address.

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

4a – King’s Grove Townhomes, 9975 Booneville Rd – Subdivide the property into 90 lots and 1 outlot for a townhome development – King’s Grove LLC – PP-003926-2018/SP-00392-2018

Erin Ollendike, Civil Design Advantage, 3405 SE Crossroads Dr, Ste. G, Grimes, presented the King’s Grove site plan. She provided a sketch, noting the location and access points. Ms. Ollendike informed the Commission that there will be two phases of construction, the lots north of Stark Drive will be construction in the first phase, and the lots to the south will be constructed in the second phase.

Brad Munford, Development Services Planner, outlined the phasing. He recommended including a stipulation that King’s Grove be allowed to phase as requested. He informed the Commission that Stark Drive is a stub drive into the property. The developer is asking to create a private road from the stub into the project. Staff provided ways to do so, including vacating Stark Drive to make it part of their development. The City Legal Department has approved having this road vacated, and the applicant would then acquire that portion of property. A second stipulation will be that 150 ft of front drive should be vacated before the final plat is approved. Small minor drafting changes will need to be provided, and stipulation approved to allow them to phase the project into two parts.

Chairperson Erickson clarified that they will need to add the phasing language into the motion.

Commissioner Drake asked if Stark Drive would become private. Brad affirmed they would and said there would be two access drives.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

PLAN AND ZONING COMMISSION MEETING

Moved by Commissioner Drake, seconded by Commissioner Southworth, the Plan and Zoning Commission adopted a resolution recommending the City Council approve the site plan subject to the applicant meeting all City Code requirements and the following:

1. Applicant acknowledging and agreeing that approximately 150 feet of Stark Drive, west of S 100th Street, shall be vacated and owned by the applicant prior to the approval of a final plat.
2. The applicant acknowledging and agreeing to submit a revised site plan that reflects minor revisions requested by Staff prior to the case being heard by the City Council.
3. Phasing the project into two parts.

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

4b – Hy-Vee Fast & Fresh, 9150 University Avenue – Construction of a 7,925 sq. ft. Convenience Store with Gas and Drive-Thru Coffee Shop – Hy-Vee, Inc. – PC-003878-2018

Commissioner Drake recused herself.

Randy Downs, Hy-Vee Inc., 5820 Westown Pkwy, West Des Moines, stated that this project was brought this before the Board earlier for conditional use permission, and now they were here for site plan approval. He pointed out that there is a North South common drive which will be removed from the project, to be developed by Hubbell and to be provided later. He affirmed that the applicant agrees with all staff conditions.

Linda Schemmel, Development Coordinator, stated she had nothing to add, but would be glad to answer any questions about the access drive.

Chairperson Erickson asked whether the Commission would need to include anything in the motion regarding removing the common drive. Ms. Schemmel responded that they would not.

Commissioner Costa asked if Hy-Vee was asked to do anything different regarding the building exterior than another store on Jordan Creek. Ms. Schemmel replied that both stores share the same footprint, however bulk storage requirements are under review.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

Moved by Commissioner Costa, seconded by Commissioner Southworth, the Plan and Zoning Commission adopted a resolution recommending the City Council approve the site plan subject to the applicant meeting all City Code requirements and the following:

1. The applicant must address remaining staff comments on site plan grading and architecture prior to approval of the Site Plan;
2. Prior to obtaining a building permit, the applicant must execute and return the Storm Water Facility Maintenance Agreement and Easement;
3. Prior to any occupancy, the north/south access drive will need to be constructed and open to traffic.
4. Prior to any occupancy, the right turn lane from University Avenue to the north/south access drive will need to be constructed and open to traffic.

PLAN AND ZONING COMMISSION MEETING

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

Motion carried.

Commissioner Drake returned to the dais.

4c – Mercy Clinic Grand, 1525 and 1535 Grand Avenue – Phased Site Plan Approval for Footings, Foundations, and Private Utilities – Downing Construction – SP-004000-2018

Monte Appelgate, Snyder & Associates, 2727 SW Snyder Blvd, Ankeny, stated he was here request phased site plan approval for a proposed clinic; an 11,000sf facility with 72 parking stalls located in two lots, with two access drives. He concluded that all utilities will come from City services adjacent to the site; and that they are working with staff to meet PUD requirements.

Linda Schemmel, Development Coordinator, noted this is a phased site plan. The applicant will begin grading and utility work before the weather turns. There are still some details to complete, and a full site plan will be presented later.

Chairperson Erickson seeing no one in the audience, asked for continued discussion or a motion.

Moved by Commissioner Andersen, seconded by Commissioner Drake, the Plan and Zoning Commission adopted a resolution recommending the City Council approve the phased site plan, subject to the applicant meeting all City Code requirements and the following:

1. Installation of footings and foundations is ‘at risk’ until the full site plan is approved.
2. Installation of private utilities is ‘at risk’ until the full site plan is approved.
3. No construction of public utilities is allowed without approved construction plans.
4. Applicant shall provide an executed lot-tie agreement prior to obtaining any building permit.

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

Motion carried.

Item 5 – Staff Reports

Linda Schemmel, Development Coordinator, requested that the Commissioners assist the City by talking up the Comp Plan Update project. She provided posters and window clings, asking to have them placed on cars or storefront windows, and to talk about it among colleagues. Staff are available to come out to businesses to do a presentation, and Meeting in a Box materials can be provided.

Item 6 - Adjournment

Chairperson Erickson adjourned the meeting at 5:44 p.m.

Craig Erickson, Chairperson

Jennifer Canaday, Recording Secretary