

PLAN AND ZONING COMMISSION

PZ AF 01-25-2021

Chairperson Andersen called the regular meeting of the Plan and Zoning Commission to order at 5:33 p.m. on Monday, January 25, 2021, electronically through Zoom. Due to hazardous road conditions, City Hall was closed and meeting participants were not able to attend in person.

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

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of January 11, 2021

Chairperson Andersen asked for any comments or modifications to the January 11, 2021 minutes.

Moved by Commissioner Conlin, seconded by Commissioner Southworth, the Plan and Zoning Commission approved the January 11, 2021 meeting minutes.

Vote: Andersen, Conlin, Crowley, Drake, Hatfield, Southworth..... Yes
Costa.....Abstained
Motion carried.

Item 2 – Public Hearings

There were no Public Hearing items.

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

There were two New Business items.

Item 4a – Subway and Dairy Queen, 308-340 Grand Avenue – Site modifications due to Grand Avenue widening project – Real Estate Holdings II, LLC – MML1-004887-2020

Jason Schlickbernd, City of West Des Moines Principal Engineer, summarized the request. With the widening of Grand Avenue beginning in Spring 2021, the property owner of 308-340 Grand Avenue has dedicated additional street right-of-way and access to the site is being adjusted. Mr. Schlickbernd provided drawings showing changes to the existing site. There will be removal of several required parking spaces, and construction of a temporary access from the site to the east until the property is redeveloped.

Brian Portz, Development Services Planner, informed that this item was being brought before the Plan & Zoning Commission and City Council due to the reduction in available parking spaces and moving of the existing Dairy Queen sign. City Council will be required to decide whether to exempt the required number of spaces and the sign coming into compliance with current sign regulations. The existing, non-compliant Dairy Queen sign must be relocated, and since this is being required due to a city project, the City Council may exempt the requirement to replace the existing sign with one which is code compliant.

Commissioner Hatfield noted a steep grade change from the adjacent western lot and asked whether it might make more sense to bring the pedestrian sidewalk directly to the north right-of-

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way. Mr. Schlickbernd responded that the proposal for the pedestrian sidewalk to the east is designed to meet ADA compliance standards, as the topography is too steep for direct sidewalk access to the north.

Chairperson Andersen 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 Crowley, seconded by Commissioner Hatfield, the Plan and Zoning Commission approved a resolution recommending approval of the minor modification subject to the following conditions:

1. The City Council granting an exemption allowing the Dairy Queen sign to be moved as is due to the widening of Grand Avenue, a City initiated project, with the requirement to bring the sign into compliance with current regulations delayed until such time the site is redeveloped.
2. The City Council granting an exemption of the parking requirements for this site due to the widening of Grand Avenue, a City initiated project, until such time the site is redeveloped.

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

Item 4b – Charlie’s Filling Station, 305 Grand Avenue – Modification of the site due to Grand Avenue widening project – Fareway Stores, Inc. – MML1-004886-2020.

Jason Schlickbernd, City of West Des Moines Principal Engineer, summarized the changes to the existing site plan due to the widening of Grand Avenue, a City streets project scheduled to begin in Spring 2021. This business will lose two of its required and already deficient parking spaces and will need to have a driveway constructed to allow movement between parking areas for the business. The proposed driveway will eliminate the required open space currently onsite.

Brian Portz, Development Services Planner, noted that there will be a reduction in parking spaces available at this site as well as loss of open space, due to expansion of right-of-way for the streets project. It will be up to Council to determine whether an exemption of required parking spaces can be granted, as well as an exemption of open space requirements until the site is redeveloped.

Commissioner Hatfield asked Mr. Schlickbernd about the impact of the right turn at the intersection of 4th Street and Grand. Mr. Schlickbernd stated that he anticipates it will be some time before that phase of the project is installed.

Chairperson Andersen 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 Crowley, seconded by Commissioner Conlin, the Plan and Zoning Commission approved a resolution recommending approval of the minor modification, subject to the following conditions:

1. The City Council granting an exemption of the open space requirements for this site due to the widening of Grand Avenue, a City initiated project, until such time the site is redeveloped.

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2. The City Council granting an exemption of the parking requirements for this site due to the widening of Grand Avenue, a City initiated project, until such time the site is redeveloped.

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

Item 5 – Staff Reports

The next meeting is scheduled for Monday, February 8, 2021.

Item 6 – Adjournment

Chairperson Andersen adjourned the meeting at 5:49 p.m.

Erica Andersen, Chairperson

Jennifer Canaday, Recording Secretary