

**CITY OF WEST DES MOINES
DEVELOPMENT AND PLANNING
CITY COUNCIL SUBCOMMITTEE MEETING
Board Room and Electronic Meeting**

Monday, March 1, 2021

Attending:

Council Member Matt McKinney	Comm & Econ. Development Director Clyde Evans
Council Member Renee Hardman	Assistant City Attorney Jessica Spoden
City Manager Tom Hadden	Fire Marshall Mike Whitsell
Deputy City Manager Jamie Letzring	Principal Engineer Ben McAlister
City Attorney Richard Scieszinski	Planner Brian Portz
Development Director Lynne Twedt	Planner Kara Tragesser
Development Coordinator Linda Schemmel	Planner Karen Marren

Guests for all items:

Kathy Bolten, Business Register
City Engineer Brian Hemesath
"Zoom user"

The meeting of the Development and Planning City Council Subcommittee was called to order at 8:03 AM.

1. Annexation Agreements with the City of Van Meter and the City of Waukee:

Community and Economic Development Director Clyde Evans summarized upcoming areas for which the City of West Des Moines is creating annexation agreements with the City of Van Meter and the City of Waukee.

Council Member Hardman requested clarification regarding which agency approves annexation. Director Evans indicated that annexation agreements are reviewed and approved by the City Development Board under the Iowa Department of Economic Authority, and approvals are recorded with the Secretary of State.

Council Member McKinney questioned whether the City of Waukee has annexed property despite municipal agreements. Director Evans responded that a previous agreement between the Cities of West Des Moines and Waukee had expired prior to a recent annexation by Waukee. The City of West Des Moines is working toward creating another agreement with the City of Waukee.

Council Member McKinney asked whether the City of Van Meter is pursuing an agreement as well. Director Evans confirmed that the City of Van Meter's agreement will be reviewed by their Board the week prior to a review for the City of West Des Moines.

Direction: Council Members were supportive of the proposed annexations and continuing agreements with the City of Waukee and the City of Van Meter.

2. Allowing Fences in Landscape Buffers

Director Twedt noted that Development Services has been working on updating and amending the Fence ordinance since last summer when summer intern Sean Griffin presented a summary of proposed changes. Since that time, Staff have considered a request by a resident with property along Booneville Road for a black wrought iron fence. As the fence allows visible greenspace along the roadway, and this type of fence is readily available to local fence contractors, Staff are supportive of allowing this exception to allow homeowners to place fencing in a landscape buffer area adjacent to a street.

Council Member Hardman questioned whether a broader design allowance might be possible, staying within the black wrought iron material guidelines, to provide more choices to the homeowner. Director Twedt responded that Staff believed consistency was important, however there would be opportunity for the applicant to appeal to Council for an exception, and a developer could propose to provide an entire development with a consistent fence with a different design, which Staff would consider.

Council Member McKinney commented that he agreed with Council Member Hardman that choice was important and was supportive of Staff's proposal if there were opportunities for exceptions or consideration of similar materials.

Director Twedt informed that the fence amendment would be presented to Council by April 2021.

Direction: Council Members were supportive of Staff's proposal with the inclusion of an exception process.

3. Upcoming Projects – A map was provided with a brief description of each.

- a. Covenant Cove Plat 2 (9623 Heightsview Drive) Final Plat to subdivide for 21 ranch townhomes (FP-005040-2021). Planner Tragesser provided a summary of this project. There were no questions.
- b. Des Moines Golf and Country Club (1600 Jordan Creek Parkway): Major Modification for addition to the club house (MaM-005017-2021). Planner Tragesser noted changes to the Country Club on an elevation drawing. Council Member McKinney questioned the size of the addition; Ms. Tragesser responded with an estimate.
- c. Ashworth Road Church (5300 Ashworth Road): Permitted Conditional Use Permit to operate a day care (PC-005026-2021). Planner Tragesser summarized the application for a childcare center, which will be brought to the Board of Adjustment this month. She noted the existing parking and playground areas.
- d. Manchester Village Townhomes (9076 Linda's Lane): Preliminary Plat/Site Plan for construction of 70 townhome units (PP-005044-2021 & SP-005045-2021). Planner Portz noted the site of this project on an aerial view.
- e. Microsoft DSM 40 (Southeast corner of V Place and Booneville Road): Comprehensive Plan Amendment and Rezoning of the property for Microsoft data center development (CPA-004999-2021 & ZC-005000-2021). Planner Portz noted that this project is moving forward this month.
- f. Village of Ponderosa (545, 565 & 570 Market Street & 5905 Stagecoach Drive): amend the maximum height, building setbacks, and building sizes allowed for buildings 'F,' 'G,' 'H' and 'I' within the Village of Ponderosa Specific Plan Ordinance (ZCSP-005046-2021). Planner Portz informed that there is a height limit of 55' which is being exceeded by 5 feet, with an additional 4 feet of tower element above the roofline. The PUD will need to be amended to allow the height exception. Council Member Hardman questioned the cause of the height overage. It was indicated that it was an oversight of the design team. Council Member McKinney questioned the total number of units on all four parcels for this project. Mr. Portz responded that there could be a total of 210 units.
- g. Outdoor Service Areas and Operable Storefronts Update to regulations in City Code for outdoor service areas and operable storefronts within multi-use areas. Development Coordinator Schemmel provided a summary of recommendations being reviewed by staff. An update a couple years ago included more allowances while still

trying to mitigate impact to residential areas. Requirements for orientation and distance make application in mixed use areas very difficult. Staff recommend updates including amending hours of operation and eliminating the orientation requirement in mixed use areas.

4. Minor Modifications & Grading Plans

- a. Westfield Office Building (1080 Jordan Creek Parkway): add sunshades over third floor outdoor patio (MML1-004996-2021)
- b. Quick Liquor and Chesters Chicken (1800 22nd Street): Relocated grease interceptor and trash enclosure (MML2-004997-2021)
- c. Des Moines University (8025 Grand Avenue): Approval of construction site logistics plan during development of the college campus (MML1-005008-2021)

5. Other Matters

None

The meeting adjourned at 8:36 AM. The next regularly scheduled Development and Planning City Council Subcommittee is March 15, 2021.

Lynne Twedt, Development Services Director

Jennifer Canaday, Recording Secretary