

PLAN AND ZONING COMMISSION

PZ AF 03-08-2021

Chairperson Andersen called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, March 8, 2021, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines, and Electronically through Zoom.

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

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of February 22, 2021

Chairperson Andersen asked for any comments or modifications to the February 22, 2021 minutes.

Moved by Commissioner Crowley, seconded by Commissioner Conlin, the Plan and Zoning Commission approved the February 22, 2021 meeting minutes.

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

Item 2 – Public Hearings

There were 2 Public Hearing items.

Item 2a – Ordinance Amendment – Amend Title 9 (Zoning) to modify regulations pertaining to fences and walls – City Initiated – AO-004873-2020

Chairperson Andersen 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 February 26, 2021.

Chairperson Andersen 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 Hatfield, seconded by Commissioner Drake, the Plan and Zoning Commission accepted and made a part of the record all testimony and all other documents received at this public hearing.

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

Brian Portz, Development Services Planner, provided illustrations and a summary of updates to the fence ordinance, noting that several changes were prompted by improper installation of fences. Allowed materials and acceptable installation industry standards have been added to the proposed Ordinance, as well as the allowance of wrought iron fences in some buffer areas, pending City Council approval.

Commissioner Crowley questioned whether these wrought iron fences were considered “unclimbable” as this is a requirement for fences surrounding inground swimming pools.

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Planner Portz stated he believed they would be classified as such. The minimum required to surround a pool would be a 4' fence, which this would meet.

Commissioner Hatfield questioned the means and method of compliance enforcement, and whether existing fences would be grandfathered in. Planner Portz agreed that they would be.

Chairperson Andersen 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 Crowley, seconded by Commissioner Conlin, the Plan and Zoning Commission approve a resolution recommending the City Council approve the ordinance amendment.

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

Item 2b – West Grand Business Park – Des Moines University, 8025 Grand Avenue – Amend the West Grand Business Park PUD, Parcel 8 to establish regulations for development of a college campus – Des Moines University Osteopathic Medical Center – ZC-004803-2020 (Deferred from February 22, 2021)

Chairperson Andersen 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 February 12, 2021.

Chairperson Andersen 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 Conlin, seconded by Commissioner Costa, the Plan and Zoning Commission accepted and made a part of the record all testimony and all other documents received at this public hearing.

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

Jonathan Martin, RDG Planning & Design, 1719 Cedar Street, Norwalk, summarized Des Moines University's request to amend the PUD Parcel 8. He noted that also online were Mark Peiffer, Matt Brown, and Steve King. Part of the request is to reduce open space requirements for trees as the Master Plan includes the percentage of open space needed, however the design includes applying a restorative natural open prairie grass landscape with fewer trees as representative of the Iowa prairie grasslands. Diamond tree medians in the parking lot will be replaced by linear medians which are less stressful to trees. They are in discussions with a neighbor regarding waiver of a buffer area, however they will comply with the buffer if the negotiation fails. There is a request for double the height of signage allowed for primary roadways based on the lot size and setback from the roadway. An agreement has been reached with Water Works to install 800 lineal feet of water main in Phase 1 of construction. Additional water main will either be bonded, or development driven. Traffic signal costs are being shared; road improvement agreements have been reached, and a final plat is expected to be presented later this summer.

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Commissioner Hatfield commended RDG Planning & Design on doing an excellent job and stated he is excited about this project.

Brian Portz, Development Services Planner, added explanation regarding the water main being installed in phases. Regarding construction access to and future improvements to Booneville Road; this will not be required until DMU connects to Booneville Road.

Matt Brown, 5530 West Parkway, Johnston, stated he had reached out to Christina Murphy, West Des Moines Water Works, regarding the timing and requirements of the second water main section and whether it would require a bond, surety, or be triggered by development.

Chairperson Andersen 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 Hatfield, seconded by Commissioner Drake, the Plan and Zoning Commission approved a resolution recommending the City Council approve the PUD Amendment with the following conditions:

1. Prior to issuance of a water meter for any building within the site, the developer providing a bond to West Des Moines Water Works for watermain improvements along Booneville Road from the eastern boundary of Parcel 8, west to the future drive access.
2. The development providing all necessary easements and agreements required of site development prior to City Council approval and release of the associated Final Plat.

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

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

There was one New Business item.

Item 4a – 88th Street Lofts, 520 88th Street – Approve Preliminary Plat to create one lot for high density residential development and one street lot, and Approve Site Plan for the construction of a 3-story, 49-unit apartment building – TWG, Development, LLC – PP-004979-2020/SP-004988-2021

Brad Kuehl, Bishop Engineering, 3501 NW 104th Street, Des Moines, stated he was representing TWG and noted that Sam Rogers with TWG was also online. He presented his proposal for a 49-unit, 3 story building on 3.2 acres next to Century Run Townhomes and provided site plan details. There will be 90 parking stalls, with a shared access ingress and egress to the north to EP True Parkway, storm water management will be managed onsite, water and sewer are available. They have met the parkland requirements for the site.

Brian Portz, Development Services Planner, added that the owner is working with Century Run Townhomes for shared access to the site from EP True Parkway. This connection to EP True Parkway has always been planned for this parcel; originally the parcel was intended to be

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commercial. Agreements have been made regarding the access and completion of installation is required prior to occupancy of the apartment building.

Commissioner Costa questioned the schedule of road improvement for 88th Street. Director Twedt responded that the City is working with adjacent homeowners for signatures, the design is ongoing, the project will go to bid soon, and construction is expected this year, completing next year.

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 Conlin, seconded by Commissioner Crowley, the Plan and Zoning Commission approved a resolution recommending approval of the preliminary plat and site plan, subject to the following conditions:

1. The access drive connection to EP True Parkway be useable prior to issuance of any occupancy permits, including temporary occupancy permits for any dwelling within the proposed apartment building.
2. The associated Final Plat shall be approved by the City Council and recorded with the County prior to the issuance of a building permit, including footing and foundation permit.
3. A deed for 88th Street Right-of-Way and Temporary Grading Easements be provided prior to City Council consideration of the associated Final Plat.

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

Item 5 – Staff Reports

5a – Development Coordinator Linda Schemmel informed the Commission that member Jill Southworth has resigned due to scheduling conflicts. Recognition of her service will be planned for a time when a public gathering is more suitable.


The next meeting is scheduled for Monday, March 22, 2021.

Item 6 – Adjournment

Chairperson Andersen adjourned the meeting at 5:58 p.m.



Recording Secretary



Erica Andersen, Chairperson