

PLANNING AND ZONING COMMISSION

PZ AF 09-26-2022

Vice Chairperson Conlin called the regular meeting of the Planning and Zoning Commission to order at 5:31 p.m. on Monday, September 26, 2022, 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: Conlin, Costa, Crowley, Davis, Hatfield, ShawPresent
Drake.....Absent

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of September 12, 2022

Vice Chairperson Conlin asked for any comments or modifications to the September 12, 2022, minutes.

Moved by Commissioner Hatfield, seconded by Commissioner Crowley, the Planning and Zoning Commission approved the September 12, 2022, meeting minutes as presented.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, ShawYes
Drake.....Absent

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 are five New Business items.

Item 4a – Historic West Des Moines Design Guidelines, generally located between 1st Street, Grand Avenue and Railroad Avenue -Approval and Acceptance of the Remaining Pages (41-104) of the Historic West Des Moines Design Guidelines Pertaining to the Valley Junction-Transitional Use District (VJ-TR), Valley Junction-Rail Road Avenue 1 District (VJ-RR-1), Valley Junction-Rail Road Avenue2 District (VJ-RR-2), Valley Junction-Mixed Industrial 1 District (VJ-MI-1), Valley Junction-Mixed Industrial 2 District (VJ-MI-2) and Valley Junction-Commercial District (VJ-C) – City of West Des Moines – MI-005498-2022

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Brad Munford, Business Development Coordinator, Community and Economic Development Department, briefly explained that staff is asking for approval of the remaining sections of the Historic West Des Moines Design Guidelines for the Valley Junction area. He provided the history of how the Master Plan for the area was created. City Council requested that the Master Plan be reassessed to ensure that the City was headed in the right direction. A community meeting was held on June 1, 2021. A steering committee was created and made up of members from residential areas and commercial businesses and the design guidelines were a result of their discussions. At some point a PUD for the Historic Valley Junction area will be created. The guidelines will be used at this time until the PUD is established.

Mike Hoffman, Teska Associates, 45301 W Lockport Street, Plainfield, Illinois, highlighted the various sections of the guidelines. He noted that they reached out to the community through mailings, a Q & A on the City's website, and posting articles to the website. The steering committee discussed guidelines for the Valley Junction Historical Business District, the Valley Junction Transitional District, the Railroad Avenue District, and the Mixed Use Industrial District. Names of the districts were also changed to reflect consistency with the future Planned Unit Development zoning regulations.

Valley Junction Transitional Residential District – located between the Historic Business District and surrounding residential neighborhood. This area should remain residential in nature but allow for commercial use in some areas. He also spoke to the various architectural features, rooflines, building materials, and types of commercial uses that would be allowed.

Valley Junction Railroad Avenue District – Railroad 1 district is located north of Railroad Avenue and Railroad 2 district is located south of Railroad Avenue. This area would include mixed use, 2-story buildings, murals, and projecting signage.

Valley Junction Mixed Use Industrial District – located both and north and south of Railroad Avenue near Holiday Park as well as south by the Foundry. Uses could include incubator space, indoor recreational, and light industrial. Aesthetics could include murals and public art.

Valley Junction Commercial District – key areas would include off Grand Avenue or First Street. Integration of pedestrians and attractive facades would be a part of this district.

Vice Chairperson Conlin 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 Costa, the Planning and Zoning Commission approved a resolution recommending approval of the Design Guidelines.

Commissioner Crowley commended the work that was done on the revamping of this plan as it answers many of the concerns of the residents in the Valley Junction area.

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Vote: Conlin, Costa, Crowley, Davis, ShawYes
Hatfield.....*No
Drake.....Absent

Motion carried.

*Commissioner Hatfield voted “abstain”, however did not declare a conflict of interest prior to the vote. Per the Planning and Zoning Commission Rules of Procedures, any member of the Planning and Zoning Commission who has not declared a conflict of interest but casts a "pass" vote or abstains from voting shall have that vote registered as a no vote.

Item 4b – Hy-Vee Micro Fulfillment Center, 1725 Jordan Creek Parkway – Approve Major Modification to Site Plan to allow construction of a micro fulfilment center – Hy-Vee, Inc. – MaM-005537-2022

John Dozler, Hy-Vee, Inc., 5820 Westown Parkway, West Des Moines, highlighted the project noting that the request is for a 34,000 sq. ft. expansion on the east side of the current store located at 1725 Jordan Creek Parkway to allow for growth of the automated aisles online program.

Bryce Johnson, Development Services Planner, briefly stated that staff recommends approval and noted the condition of approval refers to the applicant working with West Des Moines Water Works to submit the necessary easement documents prior to City Council approval.

Vice Chairperson Conlin 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 Crowley, the Planning and Zoning Commission approved a resolution recommending approval of the Major Modification, subject to the following conditions:

- 1. The applicant must execute the required West Des Moines Water Works easement prior to City Council consideration.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, ShawYes
Drake.....Absent

Motion carried.

Item 4c –The Village at Sugar Creek Plat 1, Northeast corner of Booneville Road and S. 8th Street – Approve a Preliminary Plat to create 7 lots for commercial and multi-family residential development, 5 Outlots and 2 Street Lots – DB Booneville LLC – PP-005272-2021

Ed Arp, Civil Engineering Consultants, 2400 86th Street, Des Moines, representing DB Booneville, LLC, stated that this request follows PUD approval. The property is located at old Booneville Road and 88th Street and with the new alignment, it will go north

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through the property. Mass grading has occurred on the property for the creation of six commercial lots with mixed use residential and a seventh lot for multi-family residential development. Outlot B is reserved for future townhome development. Ample greenspace has been reserved in the northwest corner of the property. Outlot W is dedicated for parkland and Outlot Z for a private greenway.

Kate DeVine, Development Services Associate Planner, had no additional information other than referencing the conditions listed in the staff report.

Vice Chairperson Conlin 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 Hatfield, seconded by Commissioner Davis, the Planning and Zoning Commission approved a resolution recommending approval of the Preliminary Plat, subject to the following conditions:

1. Applicant/developer acknowledging that sanitary sewer capacity improvements may be necessary, and that the applicant/developer may be responsible for the proportionate share for the costs of said improvements.
2. Applicant/developer acknowledging that they will provide documentation from adjacent property owner allowing the applicant to grade on adjacent property. As well as execution of offsite grading agreement or temporary easement prior to Final Plat.
3. The Preliminary plat drawing being updated as necessary to address remaining staff comment prior to proceeding to City Council.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, ShawYes
 Drake.....Absent
 Motion carried.

Item 4d – Picket Fence Communities, Northeast corner of S 88th Street and Mills Civic Parkway – Approve a Preliminary Plat to create 1 lot for Multi-Family Residential development and 7 lots for single family development and bi-attached homes – Hurd Riverview, LLC – PPSP-005675-2022

Brent Culp, Snyder & Associates, 2727 SW Snyder Blvd, Ankeny, representing Picket Fence Communities, LLC, highlighted the project noting its location at the northeast corner of S 88th Street and north of Mills Civic Parkway. The proposed request is for one lot for multi-family development, seven lots for single family development, and construction of single family detached and bi-attached homes. They are working with staff on directional signage for emergency services.

Vice Chairperson Conlin raised a question regarding ownership of the property. Mr. Culp answered that it would be very similar to an apartment complex in which the property can be rented or leased.

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Commissioner Costa asked if detention would be contained to the site. Mr. Culp replied that it will be provided on site via a release rate of 35.83 CSF, which meets the storm water management plan. Ponds are located to the north and northeast of the property.

Commissioner Shaw raised a question regarding the patios to which Mr. Culp answered that each one would have a concrete pad.

Brian Portz, Development Services Planner, explained that the waiver is for the property in the upper-left hand corner and that landscaping will be provided but they did not have enough for the 30' buffer. They did receive a waiver from the property owner who has no objections to the waiver. Staff is also finalizing the architectural components with the applicant.

Vice Chairperson Conlin asked if anyone from the audience would like to speak to this item.

Jay Hung, 413 2nd Street, stated concern with pedestrian safety and the curbs being located next to the road due to the width of the road.

Moved by Commissioner Costa, seconded by Commissioner Crowley, the Planning and Zoning Commission approved a resolution recommending approval of the Preliminary Plat, subject to the following conditions:

1. The City Council granting a waiver of a 30' landscape buffer adjacent to the property at the northwest corner of the applicant's property.
2. The applicant continuing to work with staff to finalize the building elevations to address remaining architectural review comments.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, ShawYes
 Drake.....Absent
 Motion carried.

Item 5 – Staff Reports

The next meeting is scheduled for Monday, October 10, 2022.

Item 6 – Adjournment

Vice Chairperson Conlin adjourned the meeting at 6:17 p.m.

 Andrew T. Conlin, Vice Chairperson

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Recording Secretary