

PLANNING AND ZONING COMMISSION

PZ AF 03-11-2024

In the absence of Chairperson Conlin and Vice-chair Shaw, it was agreed that Commissioner Crowley would serve as Acting Chair to conduct the meeting.

Acting Chair Crowley called the regular meeting of the Planning and Zoning Commission to order at 5:30 p.m. on Monday, March 11, 2024, 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: Costa, Crowley, Davis, Hatfield .....Present  
Conlin, McCoy, Shaw.....Absent

**Item 1- Consent Agenda**

Item 1a – Minutes of the meeting of February 26, 2024

Vice Chair Crowley asked for any comments or modifications to the February 26, 2024, minutes.

Moved by Commissioner Hatfield, seconded by Commissioner Costa, the Planning and Zoning Commission approved the February 26, 2024, meeting minutes.

Vote: Costa, Crowley, Davis, Hatfield .....Yes  
Conlin, McCoy, Shaw.....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 were two New Business items.

**Item 4a – Porsche Dealership, 7220 Lake Drive – Approve Phased Site Plan to allow grading and construction of footings, foundations, and private utilities – LBP Des Moines LLC – SP-006230-2023**

Patrick Shepard, Civil Engineering Consultants, 2400 86<sup>th</sup> St Unit 12, Urbandale, requested approval for the phased site plan, east of the Earlham Bank. This will be a 24,000 sq. ft. building on a 2.2-acre lot. They will be back for full site plan approval.

Acting Chair Crowley asked if the applicant agreed with Staff Comments and Conditions of Approval. Mr. Shepard indicated they are.

Kara Tragesser, Development Services Planner, stated she had nothing to add. She noted that there were only a couple non-site plan related items to address prior to full site plan approval. Staff recommended approval.

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Vice Chair Crowley 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 Costa, the Planning and Zoning Commission approved a resolution recommending approval of a Phased Site Plan, subject to the following conditions of approval:

1. The property owner and applicant acknowledge and agree that this approval does not allow for any above ground construction or implementation of any other site improvements beyond that indicated. Approval of the full site plan and adequate access and all fire hydrants are installed for emergency services access during construction is required before above ground construction or other site improvements are installed.

Vote: Costa, Crowley, Davis, Hatfield .....Yes  
Conlin, McCoy, Shaw.....Absent

### **Item 4b – Raccoon River Boat Access, 104 S. 1<sup>st</sup> Street – Approve Site Plan to allow construction of access to Raccoon River – City of West Des Moines – SP-006244-2023**

Eric Gjersvik, ISG, 217 2<sup>nd</sup> Street, Des Moines, requested site plan approval for boat access on the Raccoon River. He noted that they had been working with West Des Moines Parks & Rec and Polk County Conservation for over a year on this project. The access is an existing entrance which currently doesn't lead anywhere, located just north of Browns Woods. A new access will begin at the parking lot and go to the boat ramp. The DOT and Army Corp of Engineer approvals noted in the Staff Report have been received. They are still waiting on the Iowa DNR permit which they hope to receive soon. The site plan includes 22 standard parking stalls, with space for 18 more or 9 vehicle and trailer stalls. It's designed to allow access for recreational user and emergency vehicles. Tree removal has taken place this winter.

Commissioner Davis asked if there would be turning lanes. Mr. Gjersvik replied that there are existing turning lanes, they just have to do re-striping to make them more visible.

Kara Tragesser, on behalf of Brian Portz, Development Services, stated Staff had nothing to add, and Staff recommends approval.

Vice Chair Crowley 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 Site Plan subject to the following conditions of approval:

1. Prior to initiating construction, the applicant obtaining Iowa Department of Natural Resources Floodplain, Iowa Department of Natural Resources Sovereign Lands, U.S. Army Corps of Engineers Section 404, and West Des Moines Floodplain Development approvals and permits.
2. Prior to initiating construction, the applicant obtaining an Iowa Department of Transportation access permit and approval of lane marking modifications.

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- 3. Prior to initiating construction, a complete stormwater pollution prevention plan meeting the requirements of Iowa DNR General Permit No.2 shall be provided to Engineering Services.

Vote: Costa, Crowley, Davis, Hatfield .....Yes  
Conlin, McCoy, Shaw.....Absent


**Item 5 – Staff Reports**

The next meeting is scheduled for Monday, March 25, 2024.

**Item 6 – Adjournment**

Vice Chair Crowley adjourned the meeting at 5:39 p.m.

  
Jennifer Canaday, Recording Secretary

  
Kevin Crowley, Acting Chair