

PLANNING AND ZONING COMMISSION

PZ AF 06-10-2024

Chairperson Shaw called the regular meeting of the Planning and Zoning Commission to order at 5:31 p.m. on Monday, June 10, 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: Conlin, Costa, Crowley, Davis, Shaw.....Present
Hatfield, McCoy.....Absent

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of May 28, 2024

Chair Shaw asked for any comments or modifications to the May 28, 2024, minutes.

Moved by Commissioner Conlin, seconded by Commissioner Davis, the Planning and Zoning Commission approved the May 28, 2024, meeting minutes.

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

Item 2 – Public Hearings

There was 1 Public Hearing item.

Item 2a – Forest Place, Southwest corner of Stagecoach Drive and S. 81st Street – Amend the Zoning Map to establish Single Family Residential (R-1) zoning – High Point Group, LLC – CPAZC-006417-2024

Chair Shaw 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 May 31, 2024.

Chair Shaw 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 Crowley, seconded by Commissioner Conlin, the Planning and Zoning Commission accepted and made a part of the record all testimony and all other documents received at this public hearing.

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

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Jared Murray, Civil Design Advantage, 4121 NW Urbandale Drive, Urbandale, stated he was representing High Point Group, LLC in their request to rezone 17 acres located southwest of Stagecoach Drive and S 81st Street. Current zoning is RM-12, medium density, previously approved for a townhome project, however the developer is now requesting R-1 single family zoning. This zoning is in alignment with current comp plan land use.

Commissioner Davis asked whether these were detached or residential lots. Mr. Murray responded that they will be single family lots.

Brian Portz, Development Services Planner, noted the Preliminary Plat is currently under review. Due to a concern regarding S 81st Street being a major collector and proposed single family driveways connecting to S. 81st Street. There is a condition of approval proposed for the rezoning and the subsequent plat stating that the lots will need to be designed to allow for vehicles to turn around and be forward facing to enter the street. There is also a condition of approval restricting above ground building from beginning before water and streets have been installed adjacent to the site.

Commissioner Costa questioned why the City is not restricting any driveways from accessing S. 81st Street. Planner Portz responded that the Code prohibits vehicles from backing onto a major collector but does not prohibit driveways from accessing the major collector.

Chair Shaw asked how many lots front S 81st Street. Planner Portz replied between 10 and 15 lots.

Roll Call was retaken at 5:38 PM, as Commissioner McCoy was able to join remotely through Zoom.

Roll Call: Conlin, Costa, Crowley, Davis, McCoy, Shaw..... Present
Hatfield..... Absent

Chair Shaw 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.

Development Services Coordinator Linda Schemmel asked Commissioner McCoy if she had joined early enough in the discussion to vote on the item. Commissioner McCoy stated she had joined in the middle of the discussion but had also reviewed the staff report and was prepared to vote.

Moved by Commissioner Costa, seconded by Commissioner Crowley, that the Planning and Zoning Commission approve a resolution recommending the City Council approve the rezoning request, subject to the applicant meeting all City Code requirements, and the following conditions of approval:

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1. The applicant/developer acknowledging that the appropriate road network will need to be constructed to support intended development and unless responsibilities are otherwise defined in a development agreement with the City, that the applicant/developer will be responsible for the implementation of the necessary roadways to serve their development. Furthermore, the applicant/developer acknowledging that the development of sites, including above ground construction may be restricted until adequate road and water infrastructure are completed to the satisfaction of the City’s Fire Marshal.

2. The developer acknowledging that vehicles backing out onto S. 81st Street is prohibited. The developer agrees to inform and require buyers of lots that front so S. 81st Street that all turns onto S. 81st Street are to be a forward movement. In addition, the developer shall implement measures during the sale of the lot and their approval of a dwelling’s layout on the lot to be such that ensure that the design of the garage(s) and driveway are such that allow and promote vehicles to be able to orient for forward movement from the lot onto S. 81st Street.

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

Motion carried.

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

There were three New Business items.

Item 4a – Westport 2024, Intersection of Westport Dr & Twilight Dr – Approve a Revised Preliminary Plat to create forty-six (46) lots for Single Family Residential development, 3 Outlots and 3 Street Lots – Heartland Land Development, LLC – PP-006340-2024

Eric Cannon, Snyder & Associates, 2727 SW Snyder Blvd, Ankeny, presented the request to revise the preliminary plat by increasing the lot sizes, decreasing the number of total lots, and establishing new lots and creating additional outlots for future development. There will be a temporary connection from Brookdale Drive to V Court, until that area is developed in the future.

Chair Shaw asked if the applicant is in agreement with Staff Recommendations and Conditions of Approval. Mr. Cannon stated they are.

Brian Portz, Development Services Planner, indicated he had nothing further to add.

Chair Shaw asked if anyone from the audience would like to speak to this item, seeing none, asked for continued discussion or a motion.

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

1. As part of the final plat, the developer provide surety for their share of future improvements to V Court directly adjacent to the platted area prior to final plat approval.
2. As part of the final plat, a condition of approval shall be placed requiring the lot tying of the outlots to the adjacent property should they not be replatted into standalone buildable lots.

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

Item 4b – Legacy Woods, 2280 Grand Avenue – Approve a Master Plan for the development of the property – City of West Des Moines Parks and Recreation Department – MP-006429-2024

Director Ryan Penning and Parks Superintendent Marco Alvarez, City of West Des Moines Parks and Recreation Department, summarized the Master Plan being proposed for acceptance. They informed that this is the next big public/private partnership the City is engaged in and mentioned several similar projects which have been very successful. The Master Plan includes plans for a Nature Sanctuary, Jordan House Museum, and a Heritage Center. The City is working with Ed Arp of Civic Engineering Consultants, other City Departments including Public Services and key stakeholders.

Chair Shaw asked if the trails will be planned for use for bikes or walking, and if they will connect to the City trails System. Superintendent Alvarez replied that they will connect with the City trails, however they will be intended more for walking internally as to have a smaller impact on the site.

Chair Shaw asked the estimated overall cost of the project. Director Penning stated Phase 1 has raised \$1,000,000 and there is a balance of \$900,00. Superintendent Alvarez detailed that the first Phase will be enhancing the site by removing invasive plants and previously felled trees, with plans to demo the site in the near future. The timing of the next phases will depend on funding.

Chair Shaw asked the estimated date of completion. Director Penning indicated they do not have one at this time; phase one cleanup is anticipated to be completed this fall, with grading and utilities to be installed yet this year.

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Kara Tragesser, Development Services Planner, reviewed the conditions of approval. She concluded that it will be nice to have something on this corner that will respect the landscape and heritage of the site. Commissioner Crowley agreed.

Chair Shaw 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 Davis, the Planning and Zoning Commission approved a resolution recommending approval of the master plan subject to the following conditions:

1. All structures, parking lots, and items normally needing Planning and Zoning Commission and City Council approval will be reviewed through the Development Review Process.
2. Changes to the Master Plan may be made through Administrative Review, except if the changes rise to a substantial change, as determined by the Director of Development Services, the plan changes will then need review by the appropriate reviewing body.
3. Landscape plantings, trails, and passive recreation areas will not be required to go through the Development Review process.

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

Item 4c – Greyhawk Business Park Plat 2, 875 S 50th Street – Approve a Preliminary Plat to create two lots for Commercial development – Civil Design Advantage, LLC – PP-006349-2024

Doug Mandernach, Civil Design Advantage, 4121 NW Urbandale Drive, Urbandale, requested approval for the preliminary plat. He noted that rezoning was approved last fall. They are platting two lots for sale and development of a second building.

Emani Brinkman, Development Services Associate Planner, stated she had nothing to add.

Chair Shaw 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 Preliminary Plat, subject to the applicant meeting all City Code requirements.

Vote: Conlin, Costa, Crowley, Davis, McCoy, ShawYes

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Hatfield.....Absent
Motion carried.

Item 5 – Staff Reports

The next meeting is scheduled for Monday, ~~June 24~~, 2024.

Item 6 – Adjournment

Chair Shaw adjourned the meeting at 5:48 p.m.



Jennifer Canaday, Recording Secretary



Tina Shaw, Chair