

**CITY OF WEST DES MOINES
DEVELOPMENT AND PLANNING
CITY COUNCIL SUBCOMMITTEE MEETING
Training Room**

Monday, August 5, 2024

Attending:

Council Member Greg Hudson	Principal Engineer Ben McAlister
Council Member Doug Loots	Planner Brian Portz
City Manager Tom Hadden	Comm & Economic Dev't Director Ryan Moffatt
Deputy City Manager Jamie Letzring	
Deputy City Attorney Jessica Grove	
Development Coordinator Linda Schemmel	
Building Official Dennis Patrick	

Guests In Room:

Scott Steelman, Iowa Realty

Guests Online:

Brent Culp, Snyder & Associates
Unidentified phone number

The meeting of the Development and Planning City Council Subcommittee was called to order at 7:30 AM.

There were no Discussion Items

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

- a. West Grand Business Park, North and south sides of Grand Avenue between S. 60th Street and S. 88th Street: Amend the Comprehensive Plan Land Use Map to designate Multi-Use Medium land use and Amend the West Grand Business Park Planned Unit Development Ordinance to modify regulations for Parcels 3, 4 & 5 within the PUD for entertainment, commercial and multi-family development – CPAZC-006091-2023

Planner Brian Portz provided a summary of this item. Council Member Hudson asked if there was anything that makes this item stand out. Planner Portz responded that it is a larger development than usual. Deputy Attorney Grove inserted that the 3rd reading at Council will be delayed until the applicant has purchased the properties.

Council Member Loots asked what the zoning currently is. Ms. Grove responded that it is business park, and that the new Comp Plan land uses are being updated in the City as parcels are developed.

Council Member Hudson clarified that this would require three Council actions. Planner Portz added that there will also be preliminary plats and site plans in the future, so there will be at least three more approvals by Council for this project. He noted that the site plan could be presented all at once, or as 10 different site plans.

Community and Economic Development Director Ryan Moffatt informed that there will be a corresponding development agreement appearing before Council in September or October.

- b. Picket Fence Communities Plat 1, Northeast corner of Mills Civic Parkway and S. 88th Street: Final Plat to create 1 lot for medium density residential development, 7 lots for single family development and 1 street lot – FP-006538-2024

Planner Portz provided a short summary of this project. Council Member Hudson

commented that he's noticed sitework being done as he's driven past this area. He asked whether the single-family development would come last. Planner Portz affirmed that it will. Council Member Hudson asked whether the NW quadrant will be used for a future Senior Living Center. Mr. Portz stated that to be likely, as it is owed by a company that builds facilities for aging and memory care services. He added that no plans for such a facility have been submitted yet.

- c. Exira Capital, LLC, South of 362nd Street between Taber Road and Utica Trail: ETR Plat of Survey to create three lots for transfer of ownership – POS-006528-2024

Planner Karen Marren summarized this plat of survey. Council Member Hudson asked for clarification regarding the map that was being shown. Ms. Marren responded that this is a two-step process to facilitate the creation of three lots on two plats. Council Member Hudson asked whether the applicant came in with a plan or developed this with staff assistance. Planner Marren replied that the applicant started with a pre-application as part of the ETR review, and staff provided comment.

- d. 122 5th Street: Acceptance of an Encroachment Hold Harmless Agreement related to the demolition permit for the structure located at 122 5th Street. To provide access to the site and to facilitate the removal of the demolition material, the contractor is requesting use of an area of the public parking and alley west of 122 5th Street – MISC-006549-2024

Development Coordinator Schemmel summarized this agreement. Council Member Hudson asked whether the encroachment area was to facilitate the demotion to 122 5th Street. Ms. Schemmel replied that this agreement establishes a hold harmless and also to establish insurance coverage. Deputy Attorney Grove added that this is to protect the City.

2. Minor Modifications & Grading Plans

- a. Stone Cross Lawn & Landscape, 3410 SE 22nd St.: Relocate the fuel storage tanks and screening and construct a landscape material storage structure – MML2-006532-2024
- b. US Cellular Co Locate, 125 S 13th Street: Replace equipment and antenna, install additional antenna and radios – MM-006533-2024
- c. Martin's Flag, 131-135 5th Street: Paint the building exterior and trim all the way around the building – MML1-006536-2024
- d. Village of Ponderosa Building F, G & I, 545 & 565 Market Street and 5905 Stagecoach: Modify building siding colors – MML1-006537-2024
- e. Val Air Ballroom, 301 Ashworth Road: Addition of 3 parking lot gates and islands in the parking lot – MML1-006498-2024
- f. Jordan Creek Point, 6840 & 6880 EP True Parkway: Modification of sidewalks and hardscape on the north side of the buildings – MML1-006541-2024
- g. Della Vita Plat 5: Request is to modify the exterior facades for the approved building models and update the color packages approved for the subdivision – MML1-006527-2024
- h. The Cunningham, 950 Jordan Creek Parkway: Request is to modify the Landscape Plan to provide screening for new mechanical equipment – MML1-006526-2024

3. Other Matters

Guest Scott Steelman was asked whether he had any questions or comments. He stated he is a realtor and represents a few clients with interests in projects listed on the agenda. Mr. Steelman did not have any questions at this time.

The meeting adjourned at 7:41 AM. The next regularly scheduled Development and Planning City Council Subcommittee is August 19, 2024.

Linda Schemmel, Development Services Development Coordinator

Jennifer Canaday, Recording Secretary