

PLANNING AND ZONING COMMISSION

PZ AF 09-23-2024

Chairperson Shaw called the regular meeting of the Planning and Zoning Commission to order at 5:43 p.m. on Monday, September 23, 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: Crowley, Davis, McCoy, ShawPresent
Conlin, Costa, Hatfield.....Absent

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of September 9, 2024

Chairperson Shaw asked for any comments or modifications to the September 9, 2024, minutes.

Moved by Commissioner McCoy, seconded by Commissioner Davis, the Planning and Zoning Commission approved the September 9, 2024, meeting minutes.

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

Motion carried.

Item 2 – Public Hearings

There was one Public Hearing item.

Item 2a – Pavilion Park, West and South of the intersection of EP True Parkway and Wendover Lane – Amend the Pavilion Park Planned Unit Development to revise the configuration of the PUD parcels and establish uses and development regulations for each parcel – Pavilion Park, LC – ZC-006361-2024

Chairperson 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 September 18, 2024.

Chairperson 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 Davis, the Planning and Zoning Commission accepted and made a part of the record all testimony and all other documents received at this public hearing.

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

Erin Ollendike, Civil Design Advantage, 4121 NW Urbandale Drive, Urbandale, representing Pavilion Park, LC, stated that the applicant is requesting approval of a modification to the PUD (Planned Unit Development). They were before the Plan and Zoning Commission approximately a month ago to amend the land uses to better align with EP True Parkway and Bridgewood Boulevard. The same types of uses are still allowed within the property but have just been modified to where those uses are located.

Brian Portz, Development Services Planner, briefly highlighted each parcel and their respective zoning districts. Since the Waukee School district purchased such a large portion of the property, the parcels needed to be reorganized to accommodate the purchase.

Chairperson Shaw opened the public hearing and asked if anyone from the audience would like to speak to this item.

Marlin Weber, 33048 High View Knoll, Waukee, Iowa, stated that his concerns are regarding noise, lighting, and specifically drainage causing erosion damage, with the proposed high school being so close to his property.

Chairperson Shaw asked for any other questions or comments and seeing none, closed the public hearing and asked for continued discussion or a motion.

Moved by Commissioner Crowley, seconded by Commissioner Davis, the Planning and Zoning Commission approved a resolution recommending the City Council approve the PUD amendment, subject to the applicant meeting all City Code requirements

Vote: Crowley, Davis, McCoy, ShawYes
Conlin, Costa, Hatfield.....Absent
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 – Iles Funeral Home, 7200 and 7010 Ashworth Road – Approve a Preliminary Plat to create 1 lot for Commercial development and Approve a Site

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Plan to allow construction of an approximately 8,400 sf funeral home – Iles Funeral Homes Real Estate, LLC – PPSP-006308-2024

Ed Arp, Civil Engineering Consultants, 2400 86th Street, Urbandale, representing Iles Funeral Home, commented that the PUD was amended was a few weeks ago to add an additional property to the east of this project and that this time, they would like to combine the two parcels into one. Access drives will be located off Ashworth Road and the private drive that connects to the Lutheran Church of Hope parking lot. A private agreement is in place for that access. The building is proposed to be one-story comprised of upgraded materials. A drive will be located around the building to be used for various services and procedures. Located in the rear of the property, in the future, there may be a cemetery or mausoleum, which is allowed within the PUD. This project has been reviewed by the Board of Adjustment for a Permitted Conditional Use permit. The applicant does agree with all staff recommendations.

~~Chairperson~~ ^{COMSAR} McCoy clarified with staff if the condition regarding that all documents be provided in final form was something new.

Planner DeVine replied that it is typically required during the Final Plat process, but that staff preferred to have those documents at this time.

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

- 1. Applicant acknowledges and agrees that all required documents shall be provided in final form prior to the Preliminary Plat/Site Plan is presented to the City Council for approval.

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

Item 5 – Staff Reports

The next meeting is scheduled for Monday, October 14, 2024.

Item 6 – Adjournment

Chairperson Shaw adjourned the meeting at 5:55 p.m.



Tina Shaw, Chairperson



Michelle Rosenberg, Recording Secretary