

— PLANNING AND ZONING COMMISSION —

MINUTES OF REGULAR MEETING

July 9, 2019

6:00 P.M.

1.-2. The meeting was called to order by Chairperson Josh Rabe and on roll call the following members were present:

Josh Rabe
Misty Soldwisch
Joe Butler
Al Farris
Becky Needles
Bob Ormsby
Sarah Ritchie

Commission Members Absent: Erin Freeberg, Ron Fridley, Jeromy Pribil

Staff Present: Charlie Dissell, Kristin Brekelmans

Public Present: Nikki Syverson

3. Chairperson Rabe requested approval of the agenda for July 9, 2019. Motion to approve the July 9 agenda was made by Commissioner Farris and seconded by Commissioner Needles. Question was called for and on a voice vote, Chairperson Rabe declared the motion carried unanimously. 7-0

4. Chairperson Rabe requested approval of the minutes from the May 14, 2019 meeting. Motion to approve the May 14 minutes was made by Commissioner Needles and seconded by Commissioner Ritchie. Question was called for and on voice vote, Chairperson Rabe declared the motion carried unanimously. 7-0

5. Chairperson Rabe asked if there were any from the public that would like to speak on an item not listed on the agenda. Hearing none, Chairperson Rabe moved to the next item on the agenda.

6.A Review and request approval of proposed Planning and Zoning Commission Rules and Regulations.

Mr. Dissell explained the proposed Rules and Regulations that have been reviewed in previous meetings, explaining that the number of members on the board will be taken out and re visited at another time, such as when the next term is up, and that member decides not to continue the Commission. This will give an opportunity for the Commission to discuss and decide whether they want to continue with the number they would currently have at that time of 9 or if they are wanting to add two commissioners to the board to make 11.

Commissioner Farris asked if this would need to be approved by the City Council. Mr. Dissell responded, no.

Chairperson Rabe asked Commissioners if they had any additional items that they would like to have changed or had any comments they would like to make. Hearing none, Chairperson Rabe requested a motion to be made.

Motion was made to approve the Planning and Zoning Rules and Regulations by Commissioner Soldwisch and seconded by Commissioner Ritchie. Question was called for and on voice vote, Chairperson Rabe declared the motion carried unanimously. 6-0

7.A Consider request from Cooper Crawford & Associates, LLC., on behalf of Diligent Glynn, LLC for Preliminary Plat approval of the Prairie Glynn Plat 2.

Mr. Dissell presented the preliminary plat to the Commission. Staff recommends approval of the plat, with conditions.

Commissioner Farris questioned the maintenance of the detention basins. Mr. Dissell noted that it was assumed to be part of a homeowners association, but there was no documentation provided on such. Commissioner Soldwisch noted that there is no homeowners association associated with Prairie Glynn Plat 1. Mr. Dissell noted that Plat 1 had detention basins that were built and would verify how the maintenance of those basins is assumed. Commissioner Butler noted that the final plat will still need to be reviewed by the Commission, and at that time the clarification of maintenance can be confirmed.

Chairperson Rabe asked if there were any others from the public that would like to speak on this, hearing none, a call for motion was made.

Motion was made by Commissioner Butler to recommend approval of the Preliminary Plat of Prairie Glynn Plat 2 with conditions that the sidewalk along North 15th Street be installed as part of the improvements required for the subdivision and that clarification on the maintenance of the detention basins be provided before the final plat is approved. This motion was seconded by Commissioner Ormsby. Question was called for and on voice vote, Chairperson Rabe declared the motion carried unanimously 7-0.

7.B Consider request from Thomas Land Surveying, LLC for approval of a Plat of Survey for Robert M. Strovers at 410 East Clinton Avenue.

Mr. Dissell presented the Plat of Survey to the Commission.

Chairperson Rabe asked what was behind the property. Mr. Dissell responded that the McVey Trail and Warren County Oil property was behind this.

Commissioner Butler asked what the purpose of this split was. Mr. Dissell noted that the proprietor owned the ground and has proposed to build an accessory building on the property, and to do so, it needed to be combined with the property the house is on. Furthermore, a portion of the ground adjacent to the neighbor to the west will be sold to that neighbor.

Chairperson Rabe asked if there were any others from the public that would like to speak on this, hearing none, a call for motion was made.

Motion was made by Commissioner Farris to recommend approval of the Plat of Survey for Robert M. Strovers at 410 East Clinton Avenue. This motion was seconded by Commissioner Needles. Question was called for and on voice vote, Chairperson Rabe declared the motion carried unanimously 7-0.

7.C. Capital Crossroads Workforce Housing Study Data Presentation.

Nikki Syverson, Director of Capital Crossroads, which is an effort of the Greater Des Moines Partnership, the Community Foundation of Greater Des Moines, United Way of Central Iowa and the Des Moines Area MPO, presented the Commission with the results of the workforce housing study data. Information shared included the current state of regional housing and forecasts for the next 20 years. The Workforce Housing Study is the first step in creating a comprehensive housing strategy for the broader region of the Des Moines Metro area.

8. Other Business

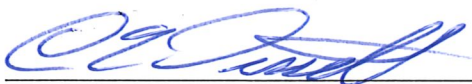
Mr. Dissell provided updates to the Commission regarding current projects and gave the Commission a quick summary of the City's site planning regulations.

8. Adjournment

Meeting adjourned on a motion by Commissioner Ritchie and seconded by Commissioner Butler.



Josh Rabe, Chairperson



Charlie Dissell, Director of Community Development

