

Direction: CITY1412.DSS

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, August 31, 2015, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Andersen, Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Present

**Item 1 - Consent Agenda**

**Item 1a - Minutes of the meeting of August 17, 2015**

Chairperson Erickson asked for any comments or modifications to the August 17, 2015 minutes.

Moved by Commissioner Crowley, seconded by Commissioner Costa, the Plan and Zoning Commission approve the minutes of the August 17, 2015 meeting.

Vote: Andersen, Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes  
Motion carried.

**Item 2 – Public Hearings**

**Item 2a – S & F/Karp PUD, Northeast corner of S. 41<sup>st</sup> Street and Mills Civic Parkway – Amend S&F/Karp PUD development and architectural standards for Parcel C within the PUD – Highgates Plaza, LLC – ZC-002740-2015**

Chairperson Erickson 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 August 21, 2015.

Chairperson Erickson 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 Hatfield, seconded by Commissioner Crowley, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Vote: Andersen, Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes  
Motion carried.

Michael Gaunt, Bishop Engineering, 936 15<sup>th</sup> Street, West Des Moines, representing the applicant, requested approval to construct a multi-tenant office building with a more modern and less residential look. He pointed out the location on a map stating that the property has been vacant for a long time due to the challenges presented with setbacks and utility easements.

Jeff Raines, BSB Design, 4601 Westown Parkway, West Des Moines, stated that a small office building was being proposed and that marketing would be directed primarily toward the small professional business owner, i.e., insurance agents, accountants. The proposed elevations were presented and discussed. The described materials would utilize earth-tone brick and glass, and would be in keeping with the design of City buildings across the street.

Planner Portz added that the original PUD referenced a C-1 zoning designation which no longer exists in the City’s zoning code. A Support Commercial designation is being proposed consistent with the Comprehensive Plan Land Use Map. Support Commercial allows for a slightly taller building than did C-1 zoning which accommodates roof-top mechanical screening. Planner Portz continued that the proposed PUD changes establishes new architectural standards which allows for a modern office style rather than a residentially designed building.

Chairperson Erickson asked if anyone else from the audience would like to speak to this item.

Jim Conlin, 2900 Southern Hills Circle, Des Moines, stated that he manages the apartments adjoining this development. He noted that he was in favor of the project and asked how this site would interface with the driveway stub that was required to be installed when their parking lot was constructed.

Mr. Gaunt pointed out the site circulation stating that a connection to the stub was being made, but traffic across the connection was not anticipated as there was no need for traffic to leave their site and travel onto the apartment property. Mr. Raines added that during a pre-application meeting, it was mentioned that the fire department needed to have the ability to leave the site to the north.

Chairperson Erickson asked if anyone else from the audience would like to speak to this item; seeing none, closed the public hearing and asked for continued discussion or a motion.

Moved by Commissioner Costa, seconded by Commissioner Brown, the Plan and Zoning Commission approve a resolution recommending City Council approve an amendment to the S & F/Karp PUD to amend the zoning designation and architectural standards for Parcel C of the PUD, subject to the applicant meeting all City Code requirements.

Vote: Andersen, Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes  
Motion carried.

Mr. Rains commented that the Site Plan had not yet been submitted, and he was not sure of the timing. The client wanted to ensure that the PUD amendments were approved before moving forward.

Chairperson Erickson expressed to the audience that the underlying zoning was changed to allow for the use and architectural concept. He continued that when the applicant submits a Site Plan, it would then go through a similar approval process with this body making a recommendation and then on to City Council for approval. Ms. Twedt stated that Site Plan approval would not be a public hearing item and would not be noticed as this meeting was, but would be posted to the Plan and Zoning Commission Agenda on the City’s website.

**Item 3 – Old Business**

There were no Old Business items on the agenda.

**Item 4 – New Business**

There were no New Business items on the agenda.

**Item 5 – Staff Reports**

There were no staff reports.

**Item 6 - Adjournment**

Chairperson Erickson asked for a motion to adjourn the meeting.

Moved by Commissioner Hatfield, seconded by Commissioner Southworth to adjourn the meeting.

Vote: Andersen, Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes  
Motion carried.

The meeting adjourned at 5:42 p.m.

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Craig Erickson, Chairperson  
Plan & Zoning Commission

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Kimberly Taylor, Recording Secretary