

Direction: CITY1608.DSS

Chairperson Erickson called the meeting of the Plan and Zoning Commission to order at 5:32 p.m. on Tuesday, July 5, 2016, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

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

**Item 1 - Consent Agenda**

**Item 1a - Minutes of the meeting of June 20, 2016**

Chairperson Erickson asked for any comments or modifications to the June 20, 2016 minutes.

Moved by Commissioner Hatfield, seconded by Commissioner Southworth, the Plan and Zoning Commission approved the June 20, 2016 meeting minutes.

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

Motion carried.

**Item 2 – Public Hearings**

**Item 2a - Ordinance Amendment – Amend Title 9 (Zoning), Chapter 6 (Commercial, Office and Industrial Zoning Districts), Section 6 (Commercial, Office and Industrial Use Regulations), Subsection C, Use Matrices Table 6.1 to allow SIC 0752-9901: Animal Specialty Services, Grooming Services as a Permitted Use in a General Industrial (GI) District and allow SIC 0742-9901: Veterinary services for animal specialties, with outside runs as a Permitted Use in an Open Space (OS) District; Delete Subsection G-7 from Title 9 (Zoning), Chapter 10 (Performance Standards), Section 4 (Specific Use Regulations); and Amend Title 9 (Zoning), Chapter 10 (Performance Standards), Section 4 (Specific Use Regulations), Subsection A, to add regulations and performance standards pertaining to veterinary and animal services land uses – City Initiated – AO-003103-2016**

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 June 24, 2016.

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 Crowley, seconded by Commissioner Southworth, 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: Crowley, Erickson, Hatfield, Southworth.....Yes  
Andersen, Brown, Costa.....Absent

Motion carried.

Planner Portz explained that this request would amend City Code to allow pet grooming within the General Industrial (GI) zoning district. A Permitted Conditional Use was approved recently for a dog day care and boarding business in a GI district. There was also the desire to provide grooming services,

which is not allowed in GI districts. Currently, dog grooming is permitted within other City commercial and industrial districts, and Staff could not identify a clear reason to not allow in the GI district. Mr. Portz stated that performance standards are also proposed to minimize the impacts of noise, odors, etc., to businesses in the area.

Chairperson Erickson 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.

Moved by Commissioner Hatfield, seconded by Commissioner Southworth, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the ordinance amendment.

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

**Item 3 – Old Business**

There were no Old Business items.

**Item 4 – New Business**

**Item 4a - Villas at Kierland, southeast corner of Westown Parkway and Sedona Drive – subdivide the property into 26 lots for townhome development and two outlots – CSI Homes and Development, LLC – PP-0020175-2014/SP-002076-2014**

Brent Culp, Snyder & Associates, 2727 SW Snyder Blvd, Ankeny, representing the applicant, requested approval to renew the entitlement for a preliminary plat and site plan to subdivide the property located at the southeast corner of Westown Parkway and Sedona Drive into 26 lots for townhome development. This item had previously been approved in May 2014, but the entitlement has expired. The public and private improvements have been installed and the grading completed. The applicant is now ready to move forward with the final plat.

Planner Tragesser had nothing to add at this time and recommended approval.

Chairperson Erickson 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 Southworth, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the renewal of entitlement for the preliminary plat and site plan to subdivide the property into 26 lots and one outlot for the construction of 26 detached townhomes, subject to the applicant meeting all City Code requirements and the following:

1. The applicant providing final drawings, addressing staff comments, of the preliminary plat and site plan prior to the final plat proceeding to the City Council.
2. That one building permit may be issued for the site prior to the final plat, provided that emergency access is provided and that the Applicant acknowledges that the associated Final plat must be approved and released for recordation by the City and recorded with the County prior to the issuance of further building permits, including footing and foundation permits for any lot within the plat;

- 3. The applicant providing as-built information for the detention facilities which provide storm water management for any property within this plat's area prior to issuance of a final occupancy permits, for any building on any parcel created with this plat.
- 4. The applicant acknowledging that an executed maintenance easement agreement and maintenance covenant will need to be executed prior the final plat proceeding to the City Council for approval. As part of the maintenance covenant the Applicant will be responsible to provide a letter certifying the detention facility is in conformance with the approved storm water management plan and as-builts of the detention facility. Letter and as-builts will need to signed/sealed in accordance with Chapter 6, 193C-6.1(542B) of the Iowa Code.
- 5. The applicant acknowledging that surety for the east buffer plantings will be required if not installed by the final plat proceeding to City Council.

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

**Item 5 – Staff Reports**

There were no staff reports.

**Item 6 - Adjournment**

Chairman Erickson asked for a motion to adjourn the meeting.

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

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

The meeting adjourned at 5:38 p.m.

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Craig Erickson, Chairman

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Kimberly Taylor, Recording Secretary