

Direction: CITY1637.DSS

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, August 29, 2016, 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, Erickson, Hatfield, Southworth.....Present
Crowley.....Absent

Item 1 - Consent Agenda

Item 1a - Minutes of the meeting of August 15, 2016

Chairperson Erickson asked for any comments or modifications to the August 15, 2016 minutes.

Moved by Commissioner Hatfield, seconded by Commissioner Andersen, the Plan and Zoning Commission approved the August 15, 2016 meeting minutes.

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

Motion carried.

Item 2 – Public Hearings

There were no Public Hearing items.

Item 3 – Old Business

There were no Old Business items.

Item 4 – New Business

Item 4-a – 1611 Fuller Road Grading Plan, Jamie Hatch, CHS-Services – 1611 Fuller Road – Approve Grading Plan for site grading for future warehouse development – GP-003165-2016

Patrick Shepard, Civil Engineering Consultants, 2400 86th Street, Urbandale, representing the applicant, requested grading plan approval for this one and a half acre site located on Fuller Road. It is anticipated that the Site Plan would be submitted in the next few weeks.

Mr. Shepard expressed agreement with Staff’s conditions of 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 Andersen, seconded by Commissioner Southworth, the Plan and Zoning Commission adopt a resolution approving the grading plan, subject to the applicant meeting all City Code requirements and the following:

1. Providing final grading plan documents addressing remaining staff comments, prior to commencing grading.
2. Providing the City a copy of the NPDES Permit for this site, prior to commencing grading.
3. The applicant implementing and maintaining all necessary soil erosion measures.

- 4. The applicant acknowledging and agreeing that this approval is for grading activities only. No utility or foundation work may be started without approval of the corresponding full site plan currently under review.
- 5. The applicant agreeing that any grading done prior to approval of the full site plan is at their own risk, and that final grades will need to comply with any changes that are deemed necessary as part of that approval.

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

Item 4-b – Lot 6, Mills Crossing Office Building, 5901 Mills Civic Parkway, Building 6000 – Approval of a Phased Overlay District Site Plan to allow grading of the site – Hurd Mills LLC – OSP-003192-2016

Ed Arp, Civil Engineering Consultants, 2400 86th Street, Urbandale, representing the applicant, requested approval to begin grading in anticipation of an approved Overlay District Site Plan. He pointed out the area to be graded which is located at the southwest corner of the Mills Crossing development. A drive connection to the east will be completed at the same time as the grading.

Chairperson Erickson asked if this had been a previous request. Mr. Arp stated that the request has changed a few times due to earth quantity, but will be close to the grade as depicted.

Development Coordinator Schemmel commented that this is the time of year when there are additional requests for approval before weather becomes an issue.

Mr. Arp expressed agreement with Staff’s conditions of 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 Costa, seconded by Commissioner Brown, the Plan and Zoning Commission adopt a resolution approving the grading plan, subject to the applicant meeting all City Code requirements and the following:

- 1. Providing final grading plan documents addressing remaining staff comments, prior to commencing grading.
- 2. Providing the City with a copy of the NPDES Permit for this site, prior to commencing grading.
- 3. The applicant implementing and maintaining all necessary soil erosion measures.
- 4. The applicant acknowledging and agreeing that this approval is for grading activities only. No utility or foundation work may be started without approval of the corresponding full site plan currently under review.
- 5. The applicant agreeing that any grading done prior to approval of the full site plan is at their own risk, and that final grades will need to comply with any changes that are deemed necessary as part of that approval.

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

Item 4-c – Delavan Plat 1 Lot 1, 2500 EP True Parkway – Preliminary Plat and Site Plan Approval for the Sixteen (16) unit townhome development – Jerry’s Homes, Inc. - PP-003072-2016/SP-003073-2016

Melissa Hills, Civil Engineering Consultants, 2400 86th Street, Urbandale, representing the applicant, requested Site Plan and Preliminary Plat approval. She pointed out the proposed development located northeast of EP True Parkway and S. 26th Street noting that it was part of the BEH II PUD. The buildings, detention drive, and internal loop drive were also pointed out. Public sanitary and water main, as well as a park area, will be provided as part of the development. Storm sewers will be private. At the request of the water department, an emergency access road will be installed as the top of the water main will be paved over and may have to be serviced.

Chairperson Erickson asked for additional detail regarding the emergency access road. Ms. Hills responded that different options were considered, but it was thought that paving would be the best choice. The access road would only be used for emergencies and gated to eliminate cut-through traffic.

Planner Brad Munford mentioned that this was a fairly contentious rezoning. In 1988, the BEH II PUD went from an industrial designation to an R-5 designation; in 2001, the zoning changed from an R-5 to an Office designation. Recently, the property was rezoned from Office to Medium Density residential. Mr. Munford stated that the gate was suggested to eliminate cut-through traffic, 360 degree architecture is to be installed to create interest, and landscaping along EP True Parkway will be added to soften the impact of the development.

Chairperson Erickson recalled that the rezoning was of concern to the neighbors as they thought additional traffic would be generated. At that time, the neighbors were informed that the traffic issue would be addressed during the Site Plan approval process. He requested an update and asked if the traffic issues had been addressed.

City Traffic Engineer Eric Petersen provided that traffic studies were conducted, and it was found that the increase in traffic with this development would be minimal. It was felt that with the existing geometry of the surrounding streets, EP True Parkway and S. 26th Street, provided adequate stop control. If there were future issues related to the spike in volume or crashes at this site, recommendations would be made to the City Council for additional road improvements, but there are no recommendations for road improvements being made at this time. Mr. Petersen expressed support with the plan to have the access road gated to prevent cut-through traffic.

Chairperson Erickson inquired if the two ways out of the neighborhood are within the realm of acceptable for the current configurations. Mr. Petersen responded that it was acceptable.

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 Hatfield, seconded by Commissioner Andersen, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Preliminary Plat to create 16 lots and 7 outlots and approve the Site Plan to allow the development of a 16 lot townhome development with associated site improvements, subject to the applicant meeting all City Codes.

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

Item 4-d – Microsoft Alluvion, 550 SE White Crane Road – Approval to allot one additional temporary tent – Turner Construction Company - MaM-003019-2016

Development Coordinator Schemmel, representing the applicant, stated that this request was the same as that granted for a previous Microsoft project and would accommodate construction employees. As part of the construction process, there are no issues and an end date has been identified.

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 Brown, seconded by Commissioner Costa, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Major Modification to allow the implementation of one additional temporary tent, subject to the applicant meeting all City Code requirements and the following:

1. The City Council granting the applicant approval to leave the temporary tent and storm shelter structures erected throughout the duration of the construction of the Microsoft Alluvion project;
2. The applicant agreeing to provide all safety measures within the tent determined to be necessary by the City’s Fire Marshal; and,
3. The applicant agreeing that the tent shall be removed within sixty (60) days upon completion of the Microsoft Alluvion site development. Additionally, the tents shall be removed from the site should construction activities on site cease for a period of six months.

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

Motion carried.

Item 4-e – Delavan Storage, 2101 Delavan Drive – Approval to grade site for future development – Capital Homes LLC - MaM-003019-2016

Ed Arp, Civil Engineering Consultants, 2400 86th Street, Urbandale, representing the applicant, pointed out the location for the proposed development noting that the site is flat and most of the grading would occur to the east where additional detention was needed. Mr. Arp stated that the Site Plan would most likely be coming before the Commission at their next meeting.

Chairperson Erickson asked if the detention for the townhome parcels was completely separate. Mr. Arp stated that this was correct.

Mr. Arp expressed agreement with Staff’s conditions of approval.

Planner Munford thanked the Commission for their flexibility in reviewing the application and apologized for the short turnaround. Staff recommended approval with the stipulations that proper permitting be obtained from the Iowa Department of Natural Resources, that the applicant work with the utility companies on all easements, and that the applicant understands that grading prior to full site plan approval was at their own risk.

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 Costa, seconded by Commissioner Andersen, the Plan and Zoning Commission adopt a resolution approving the grading plan, subject to the applicant meeting all City Code requirements and the following:

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1. Providing written confirmation to the Building Division that the National Pollutant Discharge Elimination System (NPDES) General Permit No. 2 has been obtained from the Iowa Department of Natural Resources (IDNR), prior to initiating any grading on the site;
2. Applicant coordinating with utility companies for proposed grading within existing easements;
3. The applicant install and maintain all necessary soil erosion measures;
4. The applicant acknowledging and agreeing that this approval is for grading activities only. No utility or foundation work may be started without approval of the corresponding full site plan currently under review;
5. The applicant agreeing that any grading done prior to approval of the full site plan is at their own risk, and that final grades will need to comply with any changes that are deemed necessary as part of that approval.

Vote: Andersen, Brown, Costa, Erickson, Hatfield, Southworth.....Yes
 Crowley.....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 Brown, to adjourn the meeting.

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

The meeting adjourned at 5:45 p.m.

Craig Erickson, Chairperson

Kimberly Taylor, Recording Secretary