

PLAN AND ZONING COMMISSION

PZ AF 05-11-2020

Chairperson Andersen called the regular meeting of the Plan and Zoning Commission to order at 5:31 p.m. on Monday, May 11, 2020, as an electronic zoom session.

Roll Call: Andersen, Conlin, Costa, Hatfield, Southworth.....Present
Crowley, Drake.....Absent

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of April 27, 2020

Chairperson Andersen asked for any comments or modifications to the April 27, 2020 minutes.

Moved by Commissioner Southworth, seconded by Commissioner Hatfield, the Plan and Zoning Commission approved the April 27, 2020 meeting minutes.

Vote: Andersen, Conlin, Costa, Hatfield, SouthworthYes
Crowley, Drake.....Absent

Motion carried.

Item 2 – Public Hearings

There was 1 Public Hearing item.

Item 2a – Banks Landing, NW corner S. 88th St & Booneville Rd - Comprehensive Plan Amendment and PUD Amendment to change land use from Neighborhood Commercial to Single-Family Residential and Medium Density Residential land use - Community Business Lenders Service & Clark Family Investments - CPA-004674-2020/ZC-004675-2020 Banks Landing

Chairperson Andersen noted that there was a memo requesting that this item be continued to May 26, 2020.

Moved by Commissioner Conlin, seconded by Commissioner Southworth, the Plan and Zoning Commission to continue item 2a to May 26, 2020.

Vote: Andersen, Conlin, Costa, Hatfield, SouthworthYes
Crowley, Drake..... Absent

Motion carried.

Roll Call was retaken at 5:35 pm when Commissioner Crowley was able to access the meeting. There were technical problems with members joining.

There was a brief discussion with a resident who called in regarding this item. Staff took their contact information to provide the call-in information to be established for the next Plan & Zoning Commission Meeting which will be held on 5/26/2020.

Item 3 – Old Business

There were no Old Business items to address.

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Item 4 – New Business

There were three New Business items.

Item 4a – Brookview Elementary Classroom Addition, 8000 EP True Parkway – 6,600sf classroom additions and modifications to storm water detention facilities – Waukee School District – MaM-004691-2020

Joel Jackson, Bishop Engineering, 3501 104th Street, Urbandale, stated he was representing the Waukee school district, also present this evening were Kirk Johnson with Waukee Schools and Rachelle Hines, project architect. Mr. Jackson informed that this is a small project constructing a four-classroom addition and improving the storm water detention pond on that part of the site due to the changes in the impervious surface from the proposed additions.

Commissioner Hatfield requested a visual of the project on the screen. There were no questions for the applicant.

Brian Portz, Development Services Planner, added that there are two conditions of approval. A traffic study was performed, and there are no additional traffic concerns due to the proposed building additions, however there is a current traffic backup situation during parent drop off and pick up and the study provides recommendations to the district to manage pick-up and drop-off. Engineering is reviewing a proposal to manage the traffic provided by the school district. The second condition requires a storm water management facility maintenance agreement to manage maintenance of the detention center. The condition of approval requires an executed document to be provided to the City prior to any type of occupancy of the building additions.

Kirk Johnson, Waukee Schools CEO, questioned whether the district could move forward with Board proceedings. Planner Portz affirmed that was fine.

Chairperson Andersen asked if anyone from the audience would like to speak to this item, hearing none, asked for continued discussion or a motion.

Moved by Commissioner Hatfield, seconded by Commissioner Conlin, the Plan and Zoning Commission approved a resolution recommending approval of the major modification to the site plan, subject to the following conditions:

Conditions of Approval

1. The traffic study indicates this site is contributing to circulation and safety problems on the adjacent public streets. The applicant shall review the suggested improvements in the April 29, 2020 traffic study and provide a plan of action addressing the identified deficiencies for staff review. The plan of action shall be implemented prior to the start of the 2020-21 school year.
2. Prior to any occupancy permit being issued for the building additions, including temporary occupancy, the Waukee Community School District shall submit to the City of West Des Moines a fully executed Storm Water Management Facility Maintenance Agreement for the site.

Vote: Andersen, Conlin, Costa, Crowley, Hatfield, Southworth Yes
Drake..... Absent

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Motion carried.

Item 4b - Allied Construction, 2825 SE 1st Street – Phased Site Plan to allow groundwork, installation of private utilities and footing and foundation construction - Allied Construction Services, Inc. - SP-004658-2020

Jason Ledden, Snyder and Associates, 2727 SW Snyder Blvd, Ankeny, informed he was present on behalf of Allied Construction, and noted that Kim Abild also present. The application is for a 32,500sf warehouse building with office expansion and three storage buildings with no occupancy, just building materials. Storm water will be located on the north front future drive; they will be tying into a future water main and sanitary sewer to be located along SE 1st Street.

Kara Tragesser, Development Services Planner, stated the site plan is almost ready for full approval; recommending approval of partial site plan to allow private utilities, footings and foundations to occur.

Chairperson Andersen 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 Southworth, the Plan and Zoning Commission approved a resolution recommending approval of the phased site plan, subject to the following conditions:

Conditions of Approval

1. No above ground site work can commence until water is available to the site, the full site plan is approved and site accesses to the satisfaction of the Fire Marshal is provided.
2. Obtain a building permit for the footings and foundations and private utility work.
3. All work done under this approve is at the developer’s risk until the full site plan is approved.

Vote: Andersen, Conlin, Costa, Crowley, Hatfield, Southworth Yes
Drake..... Absent

Motion carried.

Item 4c – Spring Crest Townhomes, SW corner of Westown Parkway and Sedona Drive - Phased site plan to allow grading and installation of private utilities – Spring Crest Townhomes WDM LLC – SP-004612-2020

Casey Shelton, Spring Crest Townhomes WDM, LLC, 15006 Maple Drive, Urbandale, provided an overview of the project. He stated they are proposing 48 units of townhomes consisting of 4 and 5-plex townhomes with unfinished basements, as a for-sale project. This will be similar to a project in Waukee. First phase is to build all of the infrastructure and build 27 of the 48 units.

Kara Tragesser, Development Services Planner, informed that the site plan was not ready for full approval, and the footings and foundations are not ready for approval, however Staff is recommending allowing the project to move forward with utilities and grading.

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Dan DeCamp, Abaci Consulting, 3000 SE Grimes Blvd #800, Grimes, noted he was present if there were any questions.

Chairperson Andersen asked if anyone from the audience would like to speak to this item, hearing none, asked for continued discussion or a motion.

Moved by Commissioner Conlin, seconded by Commissioner Southworth, the Plan and Zoning Commission approved a resolution recommending approval of phased site plan, subject to the following conditions:

Conditions of Approval

1. All work done under this approve is at the developer's risk until the full site plan is approved. No building permits shall be issued for any work on the townhomes, including footing and foundations until approval of the preliminary plat and full site plan has been granted.

Vote: Andersen, Conlin, Costa, Crowley, Hatfield, Southworth Yes
Drake..... Absent
Motion carried.

Item 5 – Staff Reports

The next meeting is scheduled for Tuesday, May 26, 2020.

Item 6 – Adjournment

Chairperson Andersen adjourned the meeting at 5:57 p.m.

Erica Andersen, Chairperson

Recording Secretary