

**PLANNING AND ZONING COMMISSION**  
**May 14, 2015**  
**MINUTES**

1. Call to Order

Commission Chair Dave Higgins called the meeting to order at 6:00 p.m.

2. Roll Call

Roll call was taken and a quorum was declared.

Present: Commission Chair Dave Higgins  
Commission Member Brian Clayton  
Commission Member Jennifer Keeler  
Commission Member Jeff Kromrie  
Commission Member Tamara Russell  
Commission Member Laura Wood

Absent: Commission Member Roy McCleary

City Officials

Present: City Administrator Mark Arentsen, Assistant to City Administrator Mary Rork-Watson

3. Perfecting and Approval of the Agenda

Motion made by Commission Member Kromrie, seconded by Commission Member Clayton, to approve the agenda as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.

4. Approval of Planning & Zoning Commission Minutes – April 09, 2015

Motion made by Commission Member Russell, seconded by Commission Member Wood, to approve the minutes as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission – none

6. **RESOLUTION PZ-15-06** – Resolution recommending the approval of the rezoning of the existing R-5 PUD to R-2 Residential in the proposed Mallard Creek subdivision

Erin Ollendike, Civil Design Advantage, Grimes, was present at the meeting to explain the rezoning request and to answer questions from Commission Members. Ms. Ollendike said the PUD rezoning from 2009 would expire which means the zoning would revert to the original R-2 zoning. She said the duplex lots along 2nd Street NW would be accessed from the subdivision and there would be no driveways on 2nd Street NW. She wasn't sure if the duplexes would be owner-occupied or rentals. The streets in the subdivision would be public streets. The zoning request is only for the current R-5 PUD.

Commission Chair Higgins said the City has plans to rezone the surrounding property to R-1 for single homes. Discussion regarding this rezoning is planned for the next P&Z meeting.

Karen Hudson, 8894 94th Avenue, Northeast, spoke about the small area plans addressing the issue of residences facing south by possibly constructing alley-fed lots.

Ms. Ollendike said Classic Homes builds quality developments that include duplexes and single-family homes; for example, Centennial Pointe in Ankeny. She explained the parkland dedication would be outside the floodplain and would meet zoning requirements.

Motion made by Commission Member Kromrie, seconded by Commission Member Russell, to recommend PZ-15-06 for approval and forward to the City Council with a recommendation for approval of the same. Roll Call: Ayes: 6. Nays: 0. Motion carried.

#### 7. Discussion Item – Seasonal Business Structures

Commission Chair Higgins said he wanted to discuss standards for seasonal businesses because there aren't any regulations for them at present. In the past, some vendors have been denied opportunities to conduct business or the businesses caused problems with traffic flow. He asked other Commission Members if they thought it was worth setting regulations for parking, seating, or signage.

Byron Vermie and Hansen Vermie, were present to answer questions about their seasonal business, Beach Bum's Tropical Sno, that will be opening this spring near east of Founders, near the old Legion Hall.

Byron Vermie said the structure is stable and will have electricity. Hansen Vermie said the structure will be updated with a corrugated roof. Parking is available on the street. The transient permit from the City is good for six months and the business will be open through the end of October, weather permitting.

Commission Members said the stand should receive a lot of business from cyclists using the trails.

Commission Members will discuss standards for seasonal businesses and food trucks at future meetings.

#### 8. Reports / Comments and appropriate action thereon:

##### a. Commission Member Comments

- Commission Member Kromrie – traffic on Grant Street S and the US 65 is congested at the intersection. Wondered if there was any further information about straightening the intersection.
- Commission Member Clayton – no comment
- Commission Member Russell – no comment
- Commission Member Wood – asked about process for rezoning the proposed Mallard Creek subdivision from R-2 to R-1

Commission Chair said discussion will begin at the next P&Z meeting and the landowner and developer will be invited to give feedback. Then a public hearing will be set.

Commission Member Wood asked about planned street connections to the proposed subdivision and Commission Members discussed the suggested touchpoints on the Comprehensive Plan to guide developers.

- Commission Member Keeler – updated commission members on the BDI Arts and Recreation committee plans for Porch Swings and Fireflies. Said Community

Visioning Focus Groups were successful. A chalk art festival is planned as part of the activities during the Jazz in July event.

- b. Commission Chair Comments – Mayor Ryan is resigning from city government and his last meeting is June 1. A reception is scheduled for after the Council meeting and the public is invited.
- c. City Administrator Comments – none

8. Adjournment

Motion made by Commission Member Russell, seconded by Commission Member Kromrie, to adjourn the meeting at 7:29 p.m. Roll Call: Ayes: 6. Nays: 0. Motion carried.

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Mary Rork-Watson, Asst. to City Administrator

**ATTEST:**

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Dave Higgins, Commission Chair