

POLK COUNTY ZONING COMMISSION
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday, March 27, 2023 at 7:00 P.M. in Conference Room A of the Polk County Public Works Department, Planning & Development Division, 5885 NE 14th Street, Des Moines, Iowa. A virtual attendance option was also provided per the instructions contained on the final meeting agenda.

- A) Roll Call - Members Present: Michael Fairchild, Merle Hicks, Kelly Garoutte, Maryfrances Evans, Pennie Carroll and Samantha Groark. Absent: Frank Steinbach.

Present from the Polk County Public Works Department: Bret VandeLune, Planning & Development Manager; Brian McDonough, Land Use Planning Coordinator; Tommy Howard, Planner and Chris Meeks, Planner.

Bret VandeLune, Planning & Development Manager, introduced Samantha Groark as the newest Zoning Commissioner. Groark and other Commissioners introduced themselves.

- B) Election of 2023 Officers:

Following brief discussion by the Commissioners, a motion was made by Evans and seconded by Carroll to nominate Commissioner Steinbach as Chair.

Vote: Yea: Fairchild, Hicks, Evans, Carroll, Garoutte and Groark. Nay: None.
Abstain: None. Absent: Steinbach.

A motion was made by Hicks and seconded by Evans to nominate Commissioner Fairchild as Vice-Chair.

Vote: Yea: Hicks, Evans, Carroll, Garoutte and Groark. Nay: None.
Abstain: Fairchild. Absent: Steinbach.

- C) Acceptance of the December 27, 2022 meeting minutes:

A motion was made by Evans and seconded by Garoutte to **approve** the minutes as presented.

Vote: Yea: Fairchild, Hicks, Evans, Carroll, Garoutte and Groark. Nay: None.
Abstain: None. Absent: Steinbach.

- D) Advertised Public Hearings: None.

- E) Unfinished Business: None.

- F) Consent – New Business: None.

- G) Action Items – New Business: None.

- H) Discussion – New Business:

Item 1. Discussion – Upcoming Zoning Ordinance Amendments

Work session with Planning Staff & Zoning Commissioners regarding proposed amendments to the Polk County Zoning Ordinance.

Consultant Chris Shires, Principal with Confluence, 525 17th Street, Des Moines, IA 50309, reviewed proposed Ordinance changes for renewable energy uses. Presentation included incorporating existing wind regulations into the Zoning Ordinance, and new regulations for solar energy and battery energy storage systems.

Bret VandeLune, Planning & Development Manager, discussed proposed regulations for accessory dwelling units (ADUs). Chris Meeks, Planner, discussed proposed deed restrictions for ADUs.

Brian McDonough, Land Use Planning Coordinator, discussed proposed changes to the permitted uses for agricultural support businesses.

VandeLune discussed Zoning Map changes that will be included as part of the Ordinance amendments. Changes will be minor and intended to clean up areas within the urban fringe near existing cities based on the newly adopted 2050 Comprehensive Plan and Future Land Use Map.

Time allowed for discussion and questions from Commissioners. Consensus from Commissioners to move forward with the proposed Ordinance changes.

VandeLune informed the Commission that final version of all proposed changes would be made available to the Commission in advance of future public hearing and recommendation to then be forwarded to the Board of Supervisors for their review and official adoption. Zoning Commission public hearing on these matters is tentatively scheduled for May 22, 2023 Zoning Commission meeting.

I) Public Comments: None

J) Report from the Zoning Administrator: Bret VandeLune made the Commissioners aware of Iowa State Extension training opportunity, discussed ongoing and upcoming roadway improvement projects, and recapped the process for the proposed Ordinance amendment process moving forward.

K) Adjournment:

A motion was made by Carroll and seconded by Hicks to adjourn.

Vote: Yea: Fairchild, Hicks, Evans, Carroll, Garoutte and Groark. Nay: None. Abstain: None. Absent: Steinbach.