

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday, November 23<sup>rd</sup>, 2020 at 7:00 P.M. **Due to the COVID-19 public health emergency, the meeting was held by voice and video conference only. The Public Works building is currently closed to the public. All Commissioners, staff, applicants and public were invited to join the meeting by using the link or phone number provided.**

A) Roll Call - Members Present: Frank Steinbach, Michael Fairchild, Dave Campbell, Merle Hicks, and Maryfrances Evans. Absent: Kasi Wolfer

Present from the Polk County Public Works Department: Bret VandeLune, Planning and Development Manager, Brian McDonough, Land Use Planning Coordinator, Jennifer Ellison, Planner, Chris Meeks, Planner, and Jennifer Green, Recording Secretary.

B) Acceptance of the Monday, October 26<sup>th</sup>, 2020, meeting minutes:

Motion was made by Campbell and seconded by Fairchild to **approve** the minutes as presented.

Vote: Yea: Campbell, Hicks, Steinbach, Fairchild, and Evans. Nay: None. Abstain: None. Absent: Wolfer.

C) Advertised Public Hearing: None.

D) Unfinished Business: None.

E) Consent – New Business: None.

F) Action Items – New Business:

**Item 1. 2020-09602 – Gracey Development Plat 3**

Major Preliminary Plat proposes to re-establish and adjust property boundaries to create one (1) lot for an existing non-residential use, Cottontail Creek Montessori School, and one (1) lot for a future single-family residence, all totaling approximately 4.06 acres and zoned “RR” Rural Residential District. The subject property is located at 7297 NW Fisher Lane, Section 32 of Crocker Township.

Jennifer Ellison gave the staff presentation and recommendation.

Let the record show that consultant Vic Piagentini with Associated Engineering of Iowa, 1830 SE Princeton Dr., Suite M, Grimes, IA 50111, and property owner Wayne Frame, 3070 NW 73<sup>rd</sup> Ln. Ankeny, IA 50023, were present to represent the Major Preliminary Plat.

Let the record show that no one from the general public was present in support of, or in opposition to, this item.

After the staff presentation and discussion between the commissioners, a motion was made by Campbell and seconded by Hicks to **approve** the Preliminary Plat of Gracey Development Plat 3 in accordance with staff's recommendation.

Vote: Yea: Hicks, Campbell, Steinbach, Fairchild, and Evans. Nay: None. Abstain: None. Absent: Wolfer.

G) Discussion – New Business:

**Item 1 – Comprehensive Plan Update**

- Upcoming Advisory Team Meeting – Tuesday, December 15<sup>th</sup> (11:30am - 1:00pm)
- Joint Meeting with Zoning Commission and Board of Supervisors – Wednesday, December 16<sup>th</sup> @ 9:30am

H) Public Comments: None.

I) Report from the Zoning Administrator: None.

J) Adjournment:

Chairperson Steinbach adjourned the meeting until the next scheduled Zoning Commission meeting on December 28<sup>th</sup>, 2020.