

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday, June 26, 2023 at 7:00 P.M. in Conference Room A of the Polk County Public Works Department, Planning & Development Division, 5885 NE 14<sup>th</sup> 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: Merle Hicks, Maryfrances Evans, Pennie Carroll, Samantha Groark and Kelly Garoutte. Absent: Michael Fairchild and Frank Steinbach. Merle Hicks was participating electronically via video conference.

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

In the absence of Chair Steinbach and Vice-Chair Fairchild the Commission appointed a temporary Chairperson. A motion was made by Carroll and seconded by Groark to appoint Commissioner Evans as the temporary Chairperson for the purposes of this meeting.

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

- B) Acceptance of the May 22, 2023 meeting minutes:

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

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

Chairperson Evans amended the agenda to allow consideration of the Consent New Business items prior to the Advertised Public Hearing Item. Evans also noted that Item 1 on the Consent New Business has been withdrawn. Item 2 of Consent New Business, Deergrass Corner Preliminary Plat, was considered prior to the Advertised Public Hearing.

- C) Advertised Public Hearings

**Item 1. 2023-12757 – Zoning Ordinance and Zoning Map Amendments**

**Continued from 5/22/23 Meeting**

Proposed text amendments to the Polk County Zoning Ordinance and proposed amendments to the Official Polk County Zoning Map.

Bret VandeLune, Planning & Development Manager, discussed proposed amendments for Accessory Dwelling Units (ADUs) and deed restrictions for ADUs.

Following discussion, a motion was made by Groark and seconded by Carroll to **approve** the proposed text amendments to the Polk County Zoning Ordinance and proposed amendments to the Official Polk County Zoning Map, and for this recommendation to be forwarded to the Polk County Board of Supervisors.

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

D) Unfinished Business: None.

E) Consent – New Business:

**Item 1. 2022-11700 – Fisher Lane Ridge – ~~Withdrawn~~**

Major Preliminary Plat proposes three (3) single-family residential lots and one (1) street lot on approximately 5.09 acres zoned “RR” Rural Residential District. The subject property is addressed as 7025 NW Fisher Lane, Ankeny, and is located at the northwest corner of the intersection of NW Fisher Lane / NW 70<sup>th</sup> Avenue and NW 28<sup>th</sup> Street, within Section 33 of Crocker Township.

**Item 2. 2023-12774 – Deergrass Corner**

Major Preliminary Plat proposes three (3) single-family residential lots on approximately 0.93 acres (40,696 square feet) zoned “LDR” Low Density Residential District. The subject property is addressed as 5491 SE 6<sup>th</sup> Avenue, Pleasant Hill, and is located at the southwest corner of SE 6<sup>th</sup> Avenue and SE 55<sup>th</sup> Street, with Section 9 of Fourmile Township.

Brian McDonough gave the staff presentation and recommendation.

Let the record show that Wally Pelds with Pelds Design Services, 2323 Dixon St, Des Moines, IA 50316, was present to represent this item. Mr. Pelds was participating electronically via video conference.

A motion was made by Carroll and seconded by Garoutte to **approve** the Major Preliminary Plat of Deergrass Corner in accordance with staff’s recommendation, including the condition of approval.

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

F) Action Items – New Business: None.

G) Discussion – New Business: None.

H) Public Comments: None.

I) Report from the Zoning Administrator:

Planning & Development Manager, Bret VandeLune, introduced Kendra Glider, Zoning Commission Recording Secretary; Debbie Wagner, Polk County Public Works Department Administrative Supervisor; and Ben Whisnant, Polk County Public Works Department Planning Intern. VandeLune also mentioned the timeline for the Board’s consideration of the Zoning Ordinance and Map Amendments. Their consideration will be complete by approximately September.

J) Adjournment:

A motion was made by Carroll and seconded by Garoutte to adjourn. Evans adjourned the meeting.