

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday, July 22, 2024 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, Kelly Garoutte, Maryfrances Evans, and Frank Steinbach. Absent: Pennie Carroll, Michael Fairchild, and Samantha Groark.

Present from the Polk County Public Works Department: Brian McDonough, Planning and Development Manager; Tommy Howard, Land Use Planning Coordinator; Justin Peterson, Planner; Bella Caswell, Planning Intern and Kendra Glider, Recording Secretary.

- B) Acceptance of the May 28, 2024 meeting minutes:

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

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

- C) Advertised Public Hearings: None.

- D) Unfinished Business: None.

- E) Consent – New Business: None.

- F) Action Items – New Business:

**Item 1. 2024-15076 – The Chateau Plat 1**

Major Preliminary Plat proposes five (5) single-family residential lots, one (1) non-residential lot, one (1) outlot, and three (3) street lots on approximately 23.39 acres zoned “ER” Estate Residential District. The subject has an address of 15065 NE White Oak Drive, Cambridge and is located approximately 330 feet north of the intersection of NE White Oak Drive and NE 150th Avenue, being within the SE ¼ of Section 9, Elkhart Township.

Tommy Howard gave the staff presentation and recommendation.

Let the record show that the members of the board asked question to staff.

Let the record show that Dean Roghair of Civil Design Advantages on behalf of Schuessler Sisters LLC and Darcy Gill, 4121 NW Urbandale Drive, Urbandale, Iowa 50322, was present to represent this item.

Let the record show that Darcy Gill, property owner and developer, 2401 SE Tone Drive, Suite 17, Ankeny, Iowa 50021, was present to answer questions from the board.

Let the record show that there was no one present in favor of this item.

Let the record show there was no one present in opposition of this item.

After the staff presentation, applicant representative introduction and questions followed by discussion among the Commissioners, a motion was made by Hicks and seconded by Evans to **approve** The Chateau Plat 1.

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

## Item 2. 2024-15107 – The Oaks

Major Preliminary Plat proposes five (5) single-family residential lots, one (1) outlot and one (1) street lot on approximately 103 acres zoned “ER” Estate Residential District and “AG” Agricultural District. The subject property is located on the north side of NE 150th Avenue approximately one-quarter (¼) mile west of the intersection of NE 150th Avenue and NE White Oak Dr, being within Section 9, Elkhart Township

Justin Peterson gave the staff presentation and recommendation.

Let the record show that the members of the board asked question to staff along with discussions regarding the previous Zoning Commission meeting of March 25, 2024.

Let the record show that Randy Hoksbergen, property owner, 10297 NW 40<sup>th</sup> Street, Polk City, Iowa, 50226, was present to represent this item along with answer questions.

Let the record show that there was no one present in favor of this item.

Let the record show there was no one present in opposition of this item.

Let the record show that the members of the board discussed and asked question to staff.

Let the record show that Branden Stubbs with Stubbs Engineering, 1609 N Ankeny Boulevard, Ankeny, IA 50023 was present to answer questions.

After the staff presentation, applicant representative introduction and questions followed by discussion among the Commissioners, a motion was made by Garoutte and seconded by Hicks to **approve** the Oaks.

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

G) Discussion – New Business: None.

H) Public Comments: None.

I) Report from the Zoning Administrator:

Zoning Administrator, Brian McDonough, share that there will be some ordinance amendments come before the Zoning Commission Board in the coming months. This is due to some State of Iowa legislation in the 2024 Session. He introduced the summer intern, Bella Caswell. Brian shared that the Board of Adjustment had a work session with Dominic Anania from the County Attorney’s Office. He asked if the Zoning Commissioners were interested in a similar work session. Brian answered questions from the commissioners.

J) Adjournment:

Chairperson Steinbach asked for a voice vote to adjourn. Voice vote was unanimous to adjourn the meeting.