

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

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

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

B) Acceptance of the March 27, 2023 meeting minutes:

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

Vote: Yea: Fairchild, Hicks, Evans, Carroll, and Groark. Nay: None.

Abstain: Steinbach. Absent: Garoutte.

C) Advertised Public Hearings

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

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

Chair Steinbach opened the Public Hearing.

Bret VandeLune, Planning & Development Manager, introduced the proposed amendments to the Zoning Ordinance.

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

Pat Wells, President of Local 347 participating via Zoom shared concerns about electrical code being referenced in the ordinance. Staff will be adding a reference to construction codes.

VandeLune discussed proposed regulations for accessory dwelling units (ADUs). Commissioners Fairchild and Steinbach provided input and concerns regarding adding new homes as ADU's to single family lots and the impact of changing neighborhoods and also the deed restriction. They directed staff to research modifications to the proposed changes.

VandeLune went through all of the proposed changes in the ordinance and also discussed the Zoning Map changes that will be included as part of the amendments.

A motion was made by Fairchild and seconded by Carroll to continue the public hearing of the proposed text amendments to allow Staff time to continue research and revise recommendations, to the June 26, 2023 Zoning Commission Meeting.

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

Abstain: None. Absent: Garoutte.

- D) Unfinished Business: None.
- E) Consent – New Business: None.
- F) Action Items – New Business: None.
- G) Discussion – New Business: None.
- H) Public Comments: None.
- I) Report from the Zoning Administrator: None.
- J) Adjournment:

A motion was made by Evans and seconded by Fairchild to adjourn.

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