

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Tuesday, May 28, 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: Frank Steinbach, Merle Hicks, Kelly Garoutte, and Michael Fairchild. Absent: Maryfrances Evans, Samantha Groark, and Pennie Carroll.

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

- B) Acceptance of the April 22, 2024 meeting minutes:

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

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

- C) Advertised Public Hearings:

- D) Unfinished Business: None.

- E) Consent – New Business:

**Item 1. 2024-14507 – Laffey Subdivision**

Major Preliminary Plat proposes one (1) single-family residential lot and one (1) outlot on approximately 78.14 acres zoned “RR” Rural Residential District. The subject property has an address of 10104 SE 20th Avenue, Runnells and is located approximately 226 feet east of the intersection of SE 20th Avenue and SE 100th Street, being within the SE ¼ of Section 9, Camp Township.

A motion was made by Fairchild and seconded by Hicks to approve the consent item Laffey Subdivision.

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

- F) Action Items – New Business:

**Item 1. 2024-14659 – Breezewood Estates Plat 2**

Major Preliminary Plat proposes three (3) single-family residential lots on approximately 7.51 acres zoned “RR” Rural Residential District. The subject property is addressed as 4481 SE Powers Drive, Runnells and is located approximately one-half (½) mile northwest of the intersection of SE Powers Dr and SE Vandalia Dr, being within the SW ¼ of Section 20, Camp Township.

John Waskow gave the staff presentation and recommendation.

Let the record show that Michael Brooner of Civil Design Advantages on behalf of RJS Trust, 4121 NW Urbandale Drive, Urbandale, Iowa 50322, was present virtually to represent this

item.

Let the record show the members of the board asked questions to staff and Michael Brooner.

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 Fairchild and seconded by Garoutte to approve the Breezewood Estates Plat 2.

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

G) Discussion – New Business:

Let the record show that Commissioner Hicks requested a discussion about barndominiums.

Let the record show that there was a discussion between the commissioners and staff. Staff answered questions along with giving insight to requests.

H) Public Comments: None.

I) Report from the Zoning Administrator:

Zoning Administrator, Brian McDonough, gave an update to the Zoning Commission regarding recent staff changes. John Waskow, planner was introduced to the Zoning Commission. He shared that there is a summer intern, Jaiden Caswell who will attend meetings in June and July. Brian answered questions from the board and updated them regarding request for re zoning petition docket #2024-14121 NE White Oak Drive and re zoning petition docket #2024-14429 in Crocker Township. Brian and the commissioners discussed future meeting day and time changes. Commissioners inquired into who is responsible for setting the amount of the stipend for the Zoning Commission board members, staff will follow up with an answer.

J) Adjournment:

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