

POLK COUNTY ZONING COMMISSION
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday August 24, 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, and Merle Hicks.

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

B) Acceptance of the Monday July 27th, 2020, meeting minutes:

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

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

C) Advertised Public Hearing: None.

D) Unfinished Business: None.

E) Consent – New Business: None.

F) Discussion – New Business:

Item 1. 2020-09303 – Santiago Creek Plat 1

Major Preliminary Plat proposes two (2) single-family residential lots on approximately 6.88-acres zoned “ER” Estate Residential District. The subject property consists of one (1) tax parcel, addressed as 7898 NE Morgan Drive, located within Section 22 of Franklin 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, was 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 Hicks and seconded by Fairchild to **approve** the Preliminary Plat of Santiago Creek Plat 1 in accordance with Staff’s recommendation, including the requested waiver from the Subdivision

Ordinance.

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

Item 2. 2020-09356 – Wendt Ag Subdivision

Major Preliminary Plat proposes one (1) single-family residential lot, one (1) street lot and one (1) outlot on approximately 38-acres zoned “AG” Agricultural District. The subject property consists of one (1) tax parcel, addressed as 15391 NE 72nd Street, located within Section 7 of Washington Township.

Jennifer Ellison gave the staff presentation and recommendation.

Let the record show that consultant Vince Piagentini with Abaci Consulting, 3000 SE Grimes Blvd, Suite 100 Grimes, IA 50111, was 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 Fairchild and seconded by Hicks to **approve** the Preliminary Plat of Wendt Ag Subdivision in accordance with Staff’s recommendation, including the requested waivers from the Subdivision Ordinance.

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

Item 3. Comprehensive Plan Update

- Consultant Selection
- Kickoff meeting & Timeline

Bret VandeLune reported on the progress of the Comprehensive Plan update process.

G) Public Comments: None.

H) Report from the Zoning Administrator: Bret VandeLune gave an update on the progress of filling the open Planner staff position, as well as an update regarding potential new Zoning Commission member appointments.

I) Adjournment:

Chairperson Steinbach adjourned the meeting until the next scheduled Zoning Commission meeting on September 28, 2020.