

POLK COUNTY ZONING COMMISSION  
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday July 27<sup>th</sup>, 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 Tuesday, May 26, 2020, meeting minutes:

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

Vote: Yea: Steinbach, Hicks, Fairchild, and Campbell. 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. 2020-09066 – Nehring Estates Plat 1**

Major Preliminary Plat proposes five (5) single-family residential lots on approximately 90.85 acres zoned “ER” Estate Residential District. The subject property consists of six (6) existing tax parcels, and contains two (2) existing single-family dwellings addressed as 8991 and 9265 NW Hubbell Road, all located within Section 21 of Franklin Township.

Brian McDonough gave the staff presentation and recommendation.

Let the record show that consultant Terry Coady with Snyder and Associates, 2727 SW Snyder Blvd, Ankeny, IA 50023, 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 Campbell to **approve** the Preliminary Plat of Nehring Estates Plat 1 in accordance with Staff's recommendation, including the requested waivers from the Subdivision Ordinance.

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

**Item 2. Comprehensive Plan Update**

- Proposal Interviews
- Advisory Team members
- Timeline

Bret VandeLune gave an update on the Comprehensive Plan. Hicks, Steinbach, and Fairchild agreed to be a part of the Advisory Committee, and Campbell agreed to be an alternate if needed.

G) Public Comments: None.

H) Report from the Zoning Administrator: Bret VandeLune gave update on county staff changes and Zoning Commission member replacements.

I) Adjournment:

Chairperson Steinbach adjourned the meeting until the next scheduled Zoning Commission meeting on August 24, 2020.