

POLK COUNTY ZONING COMMISSION
MEETING MINUTES

The Polk County Zoning Commission held their regularly scheduled meeting on Monday, March 23, 2020 at 7:00 P.M. **Due to the COVID-19 public health emergency, the meeting was held by voice and video conference. 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 meeting link or phone number that was provided on the agenda.**

Roll Call - Members Present: Mikki Stier, Michael Fairchild, Merle Hicks, Kristi Bales and Rose Schroder. Absent: Frank Steinbach and Dave Campbell.

Present from the Polk County Public Works Department: Bret VandeLune, Planning and Development Manager, Seana Field, Land Use Planning Coordinator; and Ashley Davidson, Recording Secretary.

A) Acceptance of the Monday, February 24, 2020, meeting minutes:

Motion was made by Bales and seconded by Fairchild to **approve** the minutes as presented.

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

B) Advertised Public Hearings: None.

C) Unfinished Business: None.

D) Discussion – New Business:

Item 1. 2020-08779 – Brooke Field Estates Northwest Plat 2

Major Preliminary Plat proposes 6 single-family residential lots, one (1) outlot and one (1) street lot on 6.53 acres zoned “RR” Rural Residential District. The subject property includes three (3) properties, District/Parcels 240/00306-002-005, 240/00714-035-015 and 240/00714-035-016 located within Section 20 of Jefferson Township.

Seana Field gave the staff presentation and recommendation.

Let the record show that Ed Arp with Civil Engineering Consultants, Inc. 2400 86th St Unit 12, Des Moines, IA 50322, 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, Brooke Field Estates Northwest Plat 2.

After the staff presentation and discussion between the commissioners, a motion was made by Bales and seconded by Hicks to **approve** the Preliminary Plat of Brooke Field Estates Northwest Plat 2 in accordance with staff’s recommendation.

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

- E) Public Comments: None.
- F) Report from the Zoning Administrator: Bret VandLune provided a legislative update of items which may affect Polk County.
- G) Adjournment: The meeting was adjourned by Vice-Chairperson, Mikki Stier until the next scheduled Zoning Commission meeting on April 27, 2020.