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This meeting of the Grimes Planning and Zoning Commission was called to order on Tuesday, July 1, 2014 at 5:34 P.M. at the Grimes City Hall.

Roll Call: Present: Steve Reneker, Kelsey Clark, Steve Valline, Council Liaison Craig Patterson Absent: Mike Chambers, Bill Bohan

## **I. GENERAL AGENDA ITEMS**

### **I. APPROVAL OF THE AGENDA**

Motion by Valline, Second by Clark to approve the agenda.

Roll call: Ayes-3; Nays-0 Motion passes: 3 -0.

### **II. APPROVAL OF THE MINUTES**

Motion by Valline, Second by Clark to approve the minutes from the June 3, 2014 meeting

Roll call: Ayes: 3 Nays: 0 Motion passes: 3 - 0.

## **II. PUBLIC AGENDA ITEMS**

### **A. Meadowlark Place Plat 3 Site Plan**

Doug Saltsgaver, Engineering Resource Group 2413 Grand Avenue Des Moines IA addressed the Board along with Steve Niebuhr of Hubbell Realty 6900 Westown Parkway in West Des Moines. Saltsgaver stated that this project is the third phase of Meadowlark Place apartments and very similar to the previous two phases. He advised there are three 30 plex buildings with garages located on the west portion. Saltsgaver also said there would be club house, lap pool and a community patio in the center. Niebuhr stated that they had revised the elevations slightly from the previous plats and wanted the Board to be aware of these modifications. Niebuhr stated these changes were made to achieve more efficient use and minimizing waste of materials used on the exterior accents. Niebuhr said these modifications changed the exterior slightly, however maintained the overall symmetry of the project. Niebuhr also stated that colors for the exterior would be complementary but not identical to the previous buildings. Niebuhr also stated that an additional street entrance location had been added to this project for additional connectivity within the development. City Engineer Mitch Holtz said that they were waiting on a few legal documents but he did not have any additional comments.

Motion by Valline, Second by Clark to Approve the Meadowlark Place Plat 3 Site Plan per the Fox Engineering Letter Dated June 26, 2014.

Roll call: Ayes-3, Nays- 0 Motion passes: 3 – 0

### **B. Glenstone Meadows Final Plat**

Erin Ollendike, Civil Design Advantage, 3405 SE Crossroads Drive Suite G addressed the Board to request approval the Glenstone Meadows Final Plat. Ollendike stated that this plat consists of 44 town home lots in addition to an outlot reserved for future commercial development. City Engineer Holtz requested that the private drives be addressed with street names and directions that comply with city ordinance requirements. Ollendike stated that they would review the proposed names and make any necessary revisions to stay within compliance. Ollendike stated that there is a sidewalk and street parking

available on the south portion of the development. City Engineer Mitch Holtz said that they were waiting on a few legal documents but he did not have any additional comments.

Motion by Valline, Second by Clark to recommend approval of Glenstone Meadows Final Plat per the Fox Engineering Letter Dated June 26, 2014 with additional review of the street names.

Roll call: Ayes-3, Nays- 0 Motion passes: 3 – 0

### **C. Bridge Creek Plat 5 Final Plat**

Daniel Rittel, Engineering Resource Group, 2413 Grand Avenue Des Moines addressed the Board stating that this 13 single family plat will be the last portion of the development to be completed for Bridge Creek. Rittel advised that the underground utilities have all been placed, but it would still be a few weeks for paving. City Engineer Mitch Holtz noted that the parkland dedication documentation was still outstanding and that they were expecting it soon. Holtz stated he did not have any additional questions or concerns.

Motion by Valline Second by Clark to Approve Bridge Creek Plat 5 Final Plat Per the Fox Engineering Letter Dated June 30, 2014.

Roll call: Ayes-3, Nays- 0 Motion passes: 3 – 0

### **III. PUBLIC FORUM- None**

### **IV. ZONING ADMINISTRATOR REPORT**

Building Administrator Clyce stated that there was going to be a special Planning and Zoning meeting scheduled for July 21, 2014. Clyce stated that this meeting would take the place of the normally scheduled meeting for August 2, 2014. Clyce also stated that there were 247 inspections over the month of June and had 20 new single family permits taken out in June. Clyce advised that there were two additional employees added to the building department. Clyce advised that his new title was Building Administrator and that Dave Sigler was now designated as Public Works Administrator. Clyce also advised that the Northridge Elementary school addition was almost complete and that the heavy rain had caused a number of delays in commercial construction.

1. Old Business- None
2. New Business- Next meeting, July 21, 2014.

### **V. ADJOURNMENT**

Motion by Valline, Second by Clark to adjourn the meeting.

Meeting is adjourned at 6:04 pm

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Steve Reneker, Chairman