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This meeting of the Grimes Planning and Zoning Commission was called to order on Monday, July 21, 2014 at 5:33 P.M. at the Grimes City Hall.

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

## **I. GENERAL AGENDA ITEMS**

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

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

Roll call: Ayes-4; Nays-0 Motion passes: 4 -0.

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

Motion by Valline, Second by Clark to approve the minutes from the July 1, 2014 meeting

Roll call: Ayes: 4 Nays: 0 Motion passes: 4 - 0.

## **II. PUBLIC AGENDA ITEMS**

### **A. Crossroads Plat 5 Final Plat**

Emily Harding Civil Design Advantage, 3405 SE Crossroads Drive Suite G addressed the Board on behalf of Premier Development. Harding stated that this Plat is the extension of SE Mische Drive and contains 13.75 acres with M-2 Zoning which is divided into 7 lots for light industrial use. She said there are no changes from the previously approved Preliminary Plat. Harding stated that expect for MidAmerican's underground utility installation, the plat is complete. City Engineer Gade Stated that except for a few outstanding punch list items that were being worked on, he did not have any questions or concerns to address.

Motion by Chambers, Second by Valline to Approve the Crossroads Plat 5 Final Plat per the Fox Engineering letter dated July 17, 2014.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

### **B. Autumn Park Plat 4 Final Plat**

Dean Roghair, Civil Design Advantage, 3405 SE Crossroads Drive Suite G addressed the Board on behalf of Grimes Lots LLC. Roghair stated that this plat has 26 single family lots on a little over 12 acres, zoned R-2 60 and it involves an extension of Brookside Drive as well as NW 7<sup>th</sup> Court. City Engineer Gade asked if the grading had been started yet. Roghair stated that grading and some underground utilities have begun.

Motion by Valline, Second by Chambers to recommend approval of Autumn Park Plat 4 Final Plat Per Fox Engineering Letter dated July 17, 2014.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

### **C. Caymus Park Plat 1 Final Plat**

Emily Harding, Civil Design Advantage, 3405 Crossroads Drive Suite G Grimes, Iowa was present to address the Board. She stated this is 7.6 acres and zoned PUD with 15 single townhomes and 13 bi-attached townhomes. Harding stated that in lieu of parkland the developer wished to pay a parkland fee.

City Engineer Gade advised that as part of this approval a letter would need to be provided to the City on the dollar amount for the parkland. Gade reviewed that these would be private streets but that in order for EMS services there was some discussion on renaming one of the street names in the plat for addressing. Motion by Valline Second by Clark to Approve Caymus Park Plat 1 Final Plat be approved Per the Fox Engineering Letter Dated July 17, 2014.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

#### **D. Kennybrook South Revised Preliminary Plat**

Emily Harding, Civil Design Advantage, 3405 Crossroads Drive Suite G Grimes, Iowa was present to address the Board. Harding stated that this was a 52.5 acre development zoned R-270 and PUD which would contain 151 lots. She stated due to new ownership of the property the park land had changed from 3.55 acres to 4.15 acres and moved further to the west. In addition this plan will eliminate a cul-de- sac. City Engineer Gade advised that Planning and Zoning had approved the Preliminary Plat.

Motion by Chambers, Second by Valline to recommend approval of Kennybrook South Revised Preliminary Plat per the Fox Engineering Letter Dated July 17, 2014

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

#### **E. Glass Fabricators Site Plan**

Emily Harding, Civil Design Advantage, 3405 Crossroads Drive Suite G Grimes, Iowa was present to address the Council. Harding advised that owner Kathleen Jones and architect Jamie Malloy were also present. She stated that the site plan was located on Lots 5 and 6 of Crossroad Plat 5 which was approved earlier in the meeting. Harding added that this was 2.6 acres and zoned M-2. She stated that the company sells glass and store front aluminum products and wished to promote this by using some of this on the outside of their building. Jamie Malloy, architect with Studio Melee Architects, 820 1<sup>st</sup> Street, West Des Moines, Iowa added that they are a family owned and in business over the last 20 years. Malloy stated they have outgrown their current facility and want to relocate to Grimes. He stated their main business was making insulated glass panels for windows. Malloy provided an overview of the building and the site.

Motion by Valline, Second by Clark to recommend approval of the Glass Fabricators Site Plan per the Fox Engineering letter dated July 17, 2014.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

#### **F. Public Hearing and Action on a request from Dallas Center Grimes Schools for a Rezone of A-1 Agricultural to D-2 (2.9 acres) Commercial District and M-1A (6.19 acres) Commercial and Limited Light Industrial**

Chairman Reneker opened the Public Hearing at 6:08 pm. There being no oral or written communication, the Public Hearing was closed at 6:09 pm. David Bentz of Bishop Engineering, 3501 104<sup>th</sup> Street, Urbandale, Iowa was present to address the Council. He advised that the rezone was a request in order for the Dallas Center Grimes Schools to build a bus maintenance facility at this location. City Engineer Gade stated that the zoning requests do comply with the City requirements and the land use plan.

Motion by Valline, Second by Chambers to recommend approval of a Rezone of A-1 Agricultural to D-2 (2.9 acres) Commercial District and M-1A (6.19 acres) Commercial and Limited Light Industrial per the Fox Engineering Letter dated July 21, 2014.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

#### **G. Dallas Center Grimes Bus Maintenance Facility Site Plan**

Dave Bentz, Bishop Engineering 3501 104<sup>th</sup> Street Des Moines IA addressed the Board regarding the site plan from Dallas Center Grimes Schools. Bentz stated that there would be two metal buildings for the bus bay use and a small administrative or training room. City Engineer Gade stated that this area is not currently on city water or sewer, but they will switch to city services when development in that area grows and that becomes

available. Gade also noted that they do recommend an additional fencing and landscaping to be added around the property when the area to the south of the development develops.

Motion by Valline, Second by Clark to recommend approval of the Dallas Center Grimes Bus Maintenance Facility Site Plan per the Fox Engineering letter of July 16, 2014 with 50 feet additional fencing to be added and the requirement that when the area to the south of this plan develop appropriate landscaping will be added.

Roll call: Ayes-4, Nays- 0 Motion passes: 4 – 0

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

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

Building Administrator Clyce stated that he would have complete numbers for both July and August for the next Planning and zoning meeting.

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

### **V. ADJOURNMENT**

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

Meeting is adjourned at 6:38 pm

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Steve Reneker, Chairman

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