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This meeting of the Grimes Planning and Zoning Commission was called to order on Tuesday, April 7, 2015 at 5:30 P.M. at Grimes City Hall.

Roll Call: Present: Mike Chambers, Steve Valline, Kelsey Clark, Bill Bohan, City Engineer John Gade, Council Liaison Craig Patterson, Building Administrator Scott Clyce, Absent: Scott Almeida

I. GENERAL AGENDA ITEMS

I. APPROVAL OF THE AGENDA

Motion by Valline, Second by Chambers to approve the agenda with the change of moving Crossroads Business Park to 1st on 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 March 3, 2015 meeting.

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

II. PUBLIC AGENDA ITEMS

1. Crossroads Business Park of Grimes Plat 7 (Moved from Item 2 to Item 1)

Emily Harding, CDA 3405 SE Crossroads Drive Suite G Grimes addressed the Board on behalf of Grimes Lots LLC. Harding stated this parcel is located on the east side of SE Destination Drive and north of SE 37th Street. She said that this is a re-plat of Crossroads Business Park Plat 4, the purpose of which is to create outlots to contain the FEMA Floodplain areas. Harding stated that by separating the outlots from the buildable areas, the owners would not be required to carry flood insurance.

Motion by Chambers, Second by Valline to approve the Crossroads Business Park Final Plat 7 per the Fox Engineering letter dated March 30, 2015.

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

2. Review Urban Renewal Amendment for conformity or consistency with the City's Comprehensive Plan and to provide comment to the City by 12 noon on April 14, 2015. (Moved from Item 1 to Item 2)

City Engineer Gade stated that there is going to be a public hearing on April 14 that would address including recently added areas of Grimes to into the existing Comprehensive Plan. Council Liaison Patterson explained that having all of the ground within the plan would make it more efficient for applying for Tax Increment Funding (TIF) if needed in the future.

Motion by Valline, Second by Chambers to recommend agreement that the Urban Renewal Amendment conforms to the City Comprehensive Plan.

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

III. PUBLIC FORUM- None

IV. ZONING ADMINISTRATOR REPORT

City Engineer John Gade stated he anticipated a site plan for Total Eye Care at the next meeting as well as a preliminary plat for the Edward Rose development. Building Administrator Clyce stated there were 15 single family permits taken out in March and that permits were comparable to last year at this time.

1. Old Business- None
2. New Business- Next meeting, May 5, 2015.

V. ADJOURNMENT

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

Meeting is adjourned at 5:55 pm

Bill Bohan, Chair

DRAFT