



## **Planning and Zoning Commission**

December 1, 2020

Agenda

**Meeting Held Electronically due to COVID-19**

5:30 P.M.

### **Electronic Meeting as Provided Under Iowa Code, Chapter 21\***

**\*Please note that this Grimes Planning and Zoning Meeting will be an electronic meeting pursuant to Iowa Code Section 21.8 due to the national health emergency that makes it impossible or impractical for an in-person meeting.**

**The public is welcome and encouraged to attend and participate in this meeting by either internet or phone as follows:**

**1. Internet- Meeting attendance may be obtained by “Join Zoom Meeting”. Simply enter the following internet address and ID:**

#### **Join Zoom Meeting**

<https://zoom.us/j/97641296199?pwd=K1lwZFNoZlY1ZG5Wc0xsY0prWUxmdz09>

**Meeting ID: 976 4129 6199**

**Passcode: 1234**

**2. By Phone: 877 853 5257 US Toll-free.**

**Hearing Assistance: If you are hearing impaired, Grimes will provide a sign language communicator on the internet Zoom meeting video presentation upon request. Please contact the Grimes City Clerk Rochelle Williams by email at [rwilliams@grimesiowa.gov](mailto:rwilliams@grimesiowa.gov) to request this service.**

**For any additional assistance or questions in attending the meeting, please call 515-986-3036 from 8 a.m. to 5 p.m., or contact the Grimes City Clerk Rochelle Williams by email at [rwilliams@grimesiowa.gov](mailto:rwilliams@grimesiowa.gov).**

**For any additional assistance or questions in attending the meeting, please call 515-986-3036 from 8 a.m. to 5 p.m. Monday-Friday.**

**Meetings will be recorded**

### **AGENDA**

#### **A GENERAL AGENDA ITEMS**

1. Call to Order
2. Roll Call: Amy Montford, Craig Patterson, Scott Almeida, Danielle Smid, Courtney Strutt Todd  
Council Liaison Andrew Borcharding
3. Approval of the Agenda
4. Approval of Previous Minutes

**B. PUBLIC AGENDA ITEMS**

1. Project # 20-1062: Destination Market Plat 3 – Final Plat

**D. REPORTS**

1. Department Update
2. Council Liaison Update
3. Old Business
4. New Business

**E. ADJOURNMENT**



101 NE Harvey Street, Grimes, Iowa 50111 | P: 515.986.3036

This meeting of the Grimes Planning and Zoning Commission was called to order Tuesday October 6, 2020 at 5:30 P.M. and was held electronically due to the global health pandemic.

Roll Call: Present: Scott Almeida, Craig Patterson, Danielle Smid, Courtney Strutt-Todd, Council Liaison: Andrew Borcharding

Staff: Alex Pfaltzgraff, Evann Martin, Rachel Greving

Absent: Amy Montford

**A. GENERAL AGENDA ITEMS**

**1. APPROVAL OF THE AGENDA**

Motion by Patterson, Second by Strutt-Todd, to approve the agenda

Roll Call: Ayes-All; Nays-0 Motion passes: 4-0

**2. APPROVAL OF THE MINUTES**

Motion by Smid, Second by Strutt-Todd, to approve the minutes from the September 1, 2020 meeting

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

**B. PUBLIC AGENDA ITEMS**

**Project # 20-1055: Destination Market Plat 5 – Preliminary Plat**

Martin presented the details of the project.

Motion by Patterson, Second by Strutt-Todd to approve Destination Market Plat 5 – Preliminary Plat

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Project # 20-1054: Destination Market Plat 5 Lot 1 – Site Plan**

Martin presented the details of the project.

The commission inquired about the stacking spaces. There is more stacking space that what is required.

Motion by Patterson, Second by Smid to approve Destination Market Plat 5 Lot 1 – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Project # 20-1057: Heritage at Grimes Commercial Plat 3 – Preliminary Plat**

Martin presented the details of the project.

Motion by Stutt-Todd, Second by Patterson to approve Heritage at Grimes Commercial Plat 3 – Preliminary Plat subject to staff comments

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Project # 20-1058: Heritage at Grimes Commercial Plat 3 – Final Plat**

Martin presented the details of the project.

Motion by Smid, Second by Strutt-Todd to approve Heritage at Grimes Commercial Plat 3 – Final Plat subject to staff comments

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Project # 20-1058: Grimes Dental Group – Site Plan**

Martin presented the details of the project.

The commission inquired about the detention basin, and the stormwater is currently running to the south of the project to a swale.

The commission also asked if comments from the Heritage Review Board had been addressed. Staff assured that all comments have been met.

Motion by Smid, Second by Strutt-Todd to approve Grimes Dental Group – Site Plan subject to staff comments

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Heritage PUD Amendment**

Pfaltzgraff presented the details of the project.

Motion by Patterson, Second by Strutt-Todd to approve Heritage PUD Amendment

Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Project # 20-1017: Hope Commercial PUD – Rezoning**

Pfaltzgraff presented the details of the project.

The commission inquired about Northeast Fifth Street not being pulled through the development as well as commenting on ensuring plenty of parking spaces for the sports complex. Pfaltzgraff commented that while plans are being developed, the well-being of the neighborhood the west of the development is being considered as well.

Motion by Strutt-Todd, Second by Smid to approve Hope Commercial PUD – Rezoning  
Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**Parking, Circulation, and Loading Amendment**

Pfaltzgraff presented the details of the project.

Motion by Patterson, Second by Strutt-Todd to approve Parking, Circulation, and Loading Amendment  
Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

**C. PUBLIC FORUM – None**

**D. REPORTS**

- 1. Department Update – Staff provided an update on development and capital projects around the City.**
- 2. Council Liaison Update – N/A**
- 3. Old Business – N/A**
- 4. New Business – N/A**
- 5. Next meeting November 3, 2020**

Meeting is adjourned at 6:36 p.m.

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Signature

# Planning & Zoning Staff Report



TO: Planning and Zoning Commission  
FROM: Evann Martin, Assistant Planner  
DATE: December 1, 2020  
RE: Destination Market Plat 3 – Final Plat

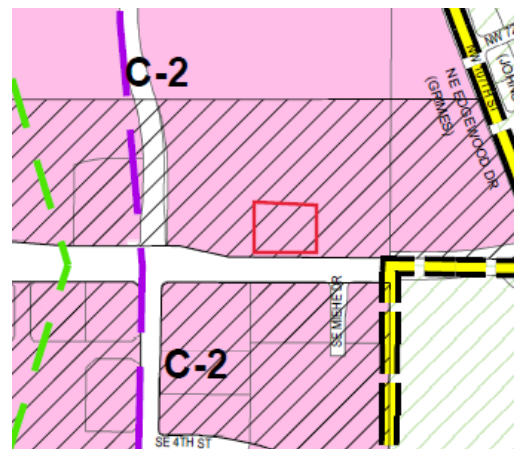
## GENERAL INFORMATION:

|                         |                                      |
|-------------------------|--------------------------------------|
| <b>Applicant:</b>       | Destination Market, LLC              |
| <b>Requested Action</b> | Final Plat                           |
| <b>Location</b>         | 2411 & 2491 E 1 <sup>st</sup> Street |

## SUPPORTING INFORMATION:



Location Map



Zoning Map

**LAND USES & ZONING:**

| Location     | Existing Land Use | Land Use Plan Designation | Current Zoning |
|--------------|-------------------|---------------------------|----------------|
| Subject Site | Retail            | General Commercial        | C-2            |
| North        | Vacant            | General Commercial        | C-2            |
| South        | Vacant            | General Commercial        | C-2            |
| East         | Vacant            | General Commercial        | C-2            |
| West         | Kwik Star         | General Commercial        | C-2            |

**BACKGROUND:**

The applicant is requesting approval of a final plat, which will allow for the subdivision of the property. The proposed final plat will shift the existing shared lot line of Lot 2 and 3 of Destination Market Plat 2 to the west altering the sizes of the lots. The lot line shift will allow each of the two proposed retail buildings to be situated on separate lots.

**ANALYSIS:**

The layout of the final plat is consistent with the site plan. All necessary easements will be shown on the plat. Access to the development will be provided from NE Telkay Lane, NE Platinum Lane, and a right-in right-out turn lane off of E 1<sup>st</sup> Street. Pedestrian access to the lots will be provided along NE Telkay Lane and E 1<sup>st</sup> Street.

**STAFF RECOMMENDATION:**

Staff would recommend approval of the final plat for Destination Market Plat 3, subject to any remaining staff comments and legal review.

**CITY OF GRIMES**

Evann Martin  
Assistant Planner



**Development Services**

410 SE Main St, Suite 102

Grimes, IA 50111

(515)986-4050

[www.grimesiowa.gov](http://www.grimesiowa.gov)

November 12, 2020

**Civil Design Advantage**

Attn: Doug Mandernach

3405 SE Crossroads Drive, Suite G

Grimes, IA 50111

**RE: Destination Market Plat 3 Final Plat**

Dear Mr. Mandernach:

The Development Services Department is in receipt of a proposed Final Plat for Destination Market Plat 3. Based on the review of the provided submittal materials, staff have the following comments:

**General Comments:**

1. Provide vicinity sketch.
2. What is the 53.71' measurement on the south property line?
3. Please add a City Street Light Easement where the new lights have been installed. The City will need a 10-foot area around the pole. This should be in two locations.
4. How do you anticipate dealing with ingress/egress? Plat easement or declaration?

**Legal Comments:** All legal docs must be reviewed and approved by Staff prior to City Council.

- ~~1. Title opinion~~
- ~~2. Consent(s) to Plat~~
  - ~~a. Owner consent~~
  - ~~b. Mortgagee consent (if applicable)~~
- ~~3. Treasurer's Certificate~~

4. County Subdivision Name Approval
5. Legal description in Word format
6. ~~Easement documents and legal descriptions~~
7. ~~Declaration and Covenants, Restrictions and Easements~~
8. ~~Executed Mid-American Energy electric and Black Hills gas distribution agreement~~
9. ~~Agreement to Complete with performance bond (if applicable)~~
10. ~~4-year maintenance bond~~
11. Letter from the surveyor confirming that monuments are in place. Confirmation is required prior to issuing a Certificate of Occupancy.

**Please provide a letter addressing all comments on this comment letter and/or state what was modified on the site plan to address said comments.**

**SITE PLAN SUBMITTAL SCHEDULE:**

|                               |                                                              |
|-------------------------------|--------------------------------------------------------------|
| <b>SUBMITTAL DATE:</b>        | November 16, 2020<br><b>(1 PDF of Final Plat and Legals)</b> |
| <b>PLANNING &amp; ZONING:</b> | December 1, 2020 at 5:30 at the Grimes City Hall             |
| <b>COUNCIL MEETING:</b>       | December 8 or January 5, 2021 at 5:30                        |

Please feel free to contact me at [emartin@grimesiowa.gov](mailto:emartin@grimesiowa.gov) or at (515) 986-4050 if you have any questions or need additional information.

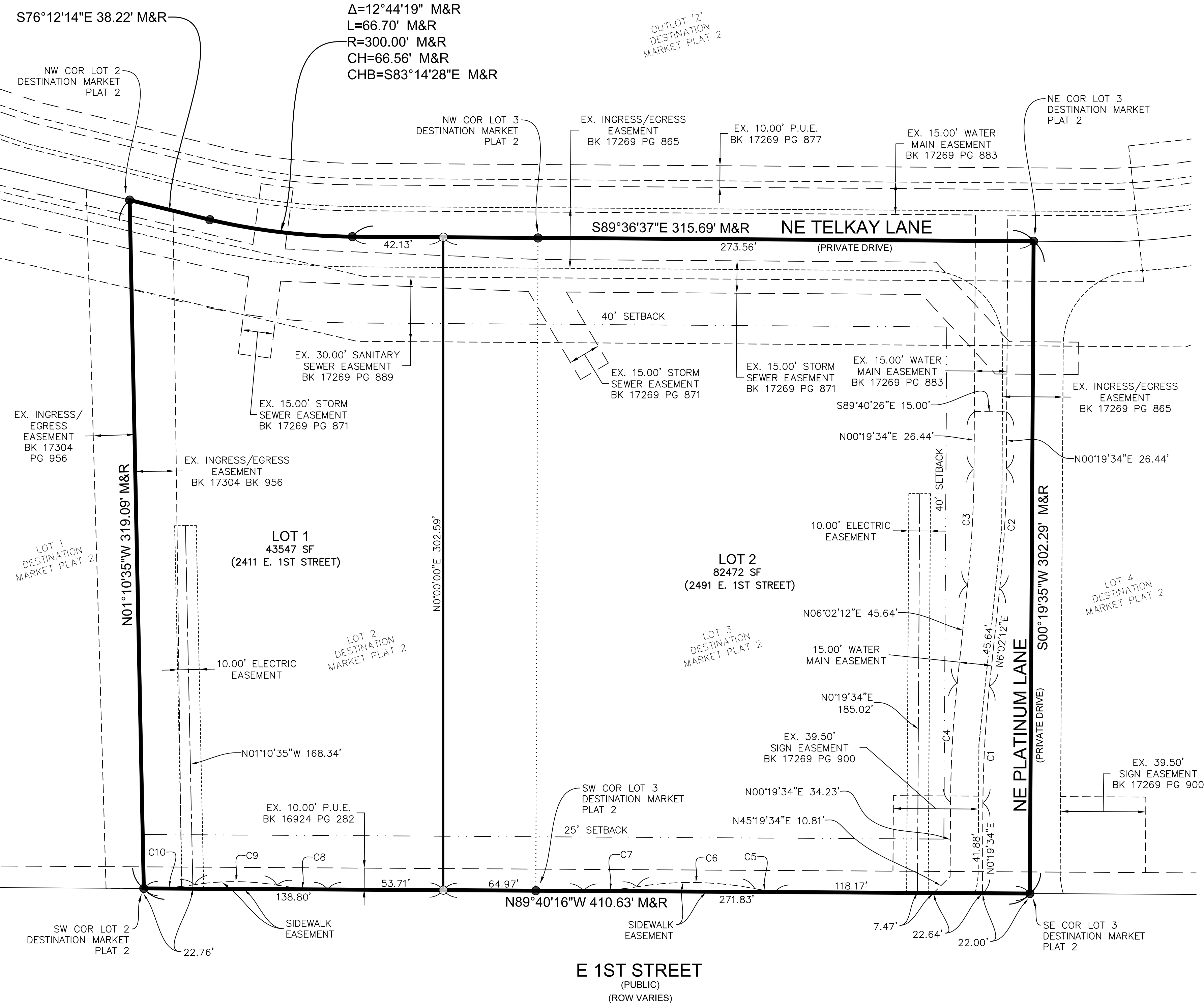
Sincerely,

Evann Martin  
Assistant Planner

INDEX LEGEND  
LOCATION: LOTS 2 AND 3, DESTINATION MARKET PLAT 2, GRIMES, POLK COUNTY, IOWA.  
REQUESTOR: DESTINATION MARKET, LLC.  
PROPRIETOR: DESTINATION MARKET, LLC.  
3737 WOODLAND AVENUE, SUITE 100  
WEST DES MOINES, IA 50266  
SURVEYOR: MICHAEL A. BROONER  
COMPANY: CIVIL DESIGN ADVANTAGE  
PREPARED BY & RETURN TO: CIVIL DESIGN ADVANTAGE  
3405 SE CROSSROADS DRIVE, SUITE G  
GRIMES, IOWA 50111  
PH: 515-369-4400

# DESTINATION MARKET PLAT 3

FINAL PLAT  
GRIMES, POLK COUNTY, IOWA



## OWNER/DEVELOPER

DESTINATION MARKET, LLC.  
3737 WOODLAND AVENUE, SUITE 100  
WEST DES MOINES, IA 50266

## ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE  
3405 SE CROSSROADS DRIVE, SUITE G  
GRIMES, IOWA 50111

## DATE OF SURVEY

APRIL 28, 2020

## PLAT DESCRIPTION

LOTS 2 AND 3, DESTINATION MARKET PLAT 2, AN OFFICIAL PLAT IN THE CITY OF GRIMES, POLK COUNTY, IOWA AND CONTAINING 2.89 ACRES (126,019 SQUARE FEET). SUBJECT TO EASEMENTS OF RECORD.

## NOTES

- ANY SET MONUMENTATION SHOWN ON THIS PLAT WILL BE COMPLETED WITHIN ONE YEAR FROM THE DATE THIS PLAT WAS RECORDED.
- LOTS MAY BE SUBJECT TO MINIMUM PROTECTION ELEVATIONS AND OTHER ELEVATION RESTRICTIONS NOT SHOWN ON THIS PLAT. REFER TO THE APPROVED PROJECT ENGINEERING DOCUMENTS FOR ANY ELEVATION RESTRICTIONS.

## ZONING

C-2 GENERAL AND HIGHWAY SERVICE  
COMMERCIAL DISTRICT

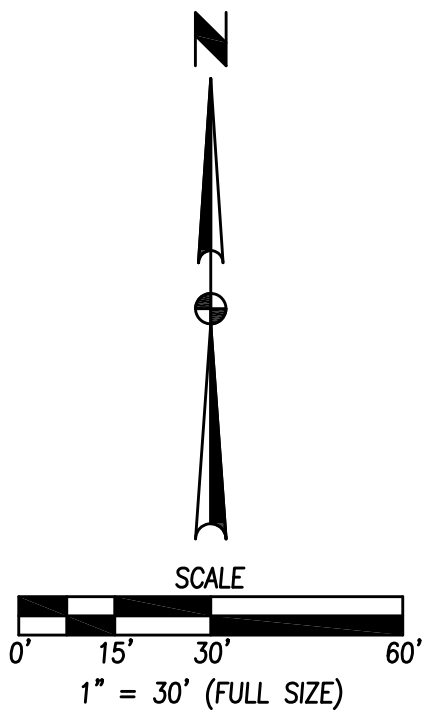
PROPERTY IS WITHIN THE TRANSPORTATION OVERLAY DISTRICT

## CURVE DATA

| CURVE | DELTA     | RADIUS  | LENGTH | BEARING     | CHORD  |
|-------|-----------|---------|--------|-------------|--------|
| C1    | 5°42'38"  | 542.50' | 54.07' | N3°10'53"E  | 54.05' |
| C2    | 5°42'38"  | 557.50' | 55.57' | N3°10'53"E  | 55.54' |
| C3    | 5°42'38"  | 542.50' | 54.07' | N3°10'53"E  | 54.05' |
| C4    | 5°42'38"  | 557.50' | 55.57' | N3°10'53"E  | 55.54' |
| C5    | 2°43'45"  | 199.00' | 9.48'  | S80°23'29"E | 9.48'  |
| C6    | 20°10'40" | 156.00' | 54.94' | S89°06'57"E | 54.65' |
| C7    | 9°32'01"  | 149.00' | 24.79' | N85°33'44"E | 24.76' |
| C8    | 9°05'39"  | 149.00' | 23.65' | S85°07'26"E | 23.62' |
| C9    | 18°11'18" | 121.00' | 38.41' | S89°40'16"E | 38.25' |
| C10   | 9°03'32"  | 149.00' | 23.56' | N85°45'51"E | 23.53' |

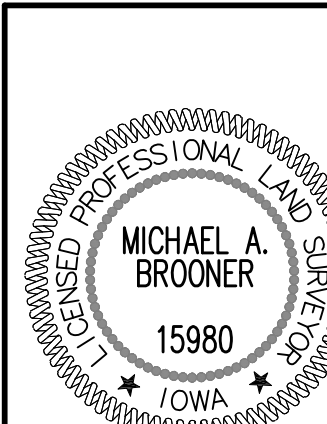
## BULK REGULATIONS

|                         |   |                                                                                                                                                                                                 |
|-------------------------|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MIN. FRONT YARD SETBACK | = | 25'                                                                                                                                                                                             |
| MIN. SIDE YARD SETBACK  | = | NONE REQUIRED, EXCEPT WHEN ADJOINING ANY "R" DISTRICT OR STREET RIGHT-OF-WAY LINE, IN WHICH CASE - 25 FEET                                                                                      |
| MIN. REAR YARD SETBACK  | = | 25 FEET; HOWEVER, FOR EVERY FOOT THE FRONT YARD IS INCREASED OVER 25 FEET, THE REAR YARD MAY BE DECREASED IN DIRECT PROPORTION THERETO, BUT IN NO CASE SHALL THE REAR YARD BE LESS THAN 10 FEET |
| MAX. HEIGHT             | = | 45'                                                                                                                                                                                             |
| MAX. # OF STORIES       | = | 3 STORIES                                                                                                                                                                                       |



## LEGEND

|                                                               | FOUND  | SET |
|---------------------------------------------------------------|--------|-----|
| SECTION CORNER AS NOTED                                       | ▲      | △   |
| 1/2" REBAR, YELLOW PLASTIC CAP#15980 (UNLESS OTHERWISE NOTED) | ●      | ○   |
| MEASURED BEARING & DISTANCE                                   | M      |     |
| RECORDED BEARING & DISTANCE                                   | R      |     |
| DEEDED BEARING & DISTANCE                                     | D      |     |
| PUBLIC UTILITY EASEMENT                                       | P.U.E. |     |
| CURVE ARC LENGTH                                              | AL     |     |
| LOT ADDRESS                                                   | (1234) |     |
| CENTERLINE                                                    | _____  |     |
| SECTION LINE                                                  | _____  |     |
| EASEMENT LINE                                                 | _____  |     |
| BUILDING SETBACK LINE                                         | _____  |     |
| PLAT BOUNDARY                                                 | _____  |     |



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

MICHAEL A. BROONER, P.L.S. DATE

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020  
PAGES OR SHEETS COVERED BY THIS SEAL:

THIS SHEET

DATE

04/28/20

REVISIONS

3405 S.E. CROSSROADS DRIVE, SUITE G  
GRIMES, IOWA 50111  
PHONE: (515) 369-4400 FAX: (515) 369-4410

ENGINEER: TECH: EW REVIEW:

DESTINATION MARKET PLAT 3  
FINAL PLAT

1/1  
1907.313