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This meeting of the Grimes Planning and Zoning Commission was called to order on Tuesday April 2, 2019 at 5:30 P.M. at Grimes City Hall.

Roll Call: Present: Danielle Smid, Scott Almeida, Courtney Strutt Todd, Amy Montford, Development Services Director Alex Pfaltzgraff, Building Administrator Scott Clyce, and City Engineer John Gade. Absent: Craig Patterson, Council Liaison Jill Altringer

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

Motion by Smid, Second by Montford, 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 March 5, 2019 meeting.

Roll call: Ayes-3; Nays-0 Abstain-Montford Motion passes: 3-0 with one Abstention

B. PUBLIC AGENDA ITEMS

Kwik Star Canopy Lighting Discussion

Alex Pfaltzgraff, Development Services Director for the City of Grimes addressed the board to inform them that after a number of comments regarding the LED banding on the canopy at the Kwik Star on Beaverbrook, a study had been made to verify compliance with City Code. Pfaltzgraff stated that the Ordinance requires that any lighting structure that is over 1800 lumens has to be both shielded, and downcast to a minimum deflection rate of 15 degrees. Pfaltzgraff said that the side ends of the canopy are under that lumens requirement but the longer section is in excess of 5000 lumens. Pfaltzgraff said that he had recently been provided with details that show that the lighting is recessed as required and downcast to approximately 23 degrees, which is greater than the requirement minimum. Pfaltzgraff assured the board that the lighting structure is in compliance with the Ordinance and he wanted the board to be aware of these findings and that the same requirements will be met at the second Kwik Start location to be built along highway 44 in the near future.

3301 & 3401 SE Destination Drive-Site Plan

Keith Weggen, CDA, 3401 SE Crossroads Drive, addressed the board on behalf of 3301 & 3401 SE Destination LLC. Weggen stated this site consists of two lots for a total of 2.64 acres and zoned M2. Weggen said that on the north lot, they propose to build a 7650 square foot single story structure that could be used for either storage or office space. Weggen stated that on the north, south and west sides they are proposing a combination of split face and smooth surface masonry in two tones and that the east side would be metal paneling with both man and overhead doors located there. Weggen added that on the south side of the building they propose a 13 space parking lot that could be used for either storage or employee parking depending on the future use of the building. He added that on the north side of the building there would be a paved and fenced storage area with access to the overhead doors, and in the north east corner of the site would be the split-faced, masonry covered, dumpster enclosure. Weggen said

that on the south portion of the site, that would be known as 3401 SE Crossroads Drive, would be another paved and fenced storage area with detention provided along the east side of that site along with detention provided on the left side of the parking lot on the 3301 SE Crossroads portion. Weggens said that they were still working on a few comments in the FOX Engineering letter but that they did not have any concerns or additional comments regarding that letter. FOX engineer John Gade stated that the Fire Department had reviewed the plans and did not have any concerns. Gade added that as part of this process the two lots would be tied together. Weggens stated that for screening of the parking and storage areas that run along the public right of way, they are proposing a six foot chain link fence and landscape buffer of shrubs that would reach between 4 to 8 feet. Gade noted that this screening is not a requirement in this industrial zone but historically, they do try to encourage landscape buffers and screening wherever possible. Gade also noted that the developer and the City are working with both FEMA and the DNR regarding the drainage area and have submitted the documentation required for permits. General discussion on the need for future clarification for outdoor storage requirements in industrial areas. Motion by Strutt-Todd, Second by Montford to approve the 3301 & 3401 SE Destination Drive Site Plan per the FOX Engineering letter dated March 28, 2019.
Roll Call: Aye: All, Nay: 0 Motion Passes 4-0

C. PUBLIC FORUM - None

D. Reports

a. Building Administrator Update

Building Administrator Clyce said there were 8 single family home permits and two commercial build outs.

b. Zoning Administrator Report-

FOX Engineer Gade notified the board that they could expect to see Mustang Ridge come before them again with a modification to the original plan they saw last year.

c. Council Liaison Update- None

d. Old Business-

e. New Business-

f. Next meeting May 7, 2019

Meeting is adjourned at 6:16 pm

Signature