



101 NE Harvey Street, Grimes, Iowa 50111 | P: 515.986.3036 | F: 515.986.3846

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

Roll Call: Present: Danielle Smid, Courtney Strutt-Todd, Amy Montford

Staff: Alex Pfaltzgraff, Scott Clyce, Jasmine Khammany

Absent: Scott Almeida, Craig Patterson

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

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

Roll Call: Ayes-All; Nays-0 Motion passes: 3-0

2. APPROVAL OF THE MINUTES

Motion by Strutt-Todd, Second by Smid, to approve the minutes from the June 4, 2019 meeting

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

B. PUBLIC AGENDA ITEMS

O'Reilly Auto Parts – Site Plan

The board asked if there would be any changes to the Wal-Mart parking lot. The plans show that there would be no changes to that parking lot, because there is already access off of the existing driveway. The board also questioned if signage had been approved. It was stated that the east sign would not exist, and the rest of the signage had not been approved yet.

Motion by Smid, Second by Strutt-Todd to approve O'Reilly Auto Parts – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

DCG School District Administrative Building – Site Plan

The representative stated that there would be access from the existing Highway 44 access at the DCG High School site, as well as pedestrian access through trails to the south in the future. Only one parcel would be used to avoid changing any zoning. Discussion regarding traffic safety occurred. Staff indicated that they felt making a decision about new access points to HWY 44 needed to be fully vetted before moving forward.

Alternate building materials are being proposed, including architectural block and aluminum paneling. The Commission felt the building was attractive and met the intent of the ordinance.

Motion by Smid, Second by Strutt-Todd to approve DCG School District Administrative Building – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

Latitude Lofts – Site Plan

The sidewalk facing Highway 141 is to be made more attractive, and the playground will be seen from Highway 141. There was a concern shown for the playground being located in the Zone 1 corridor, however the applicant has screened the playground and provided a commercial quality playground, so the concerns were mitigated. Garbage screening has been planned to be masonry-styled like the building itself. There will be no patios – just open space and the playground.

Motion by Smid, Second by Strutt-Todd to approve Latitude Lofts – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

Grimes Elevated Water Storage Tank – Site Plan

The new City of Grimes logo will be seen on the water storage tank from the highway and the interstate. A six-foot fence will surround the structure/property to prevent access to the facility. There were no questions from the board.

Motion by Smid, Second by Strutt-Todd to approve Grimes Elevated Water Storage Tank – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

Zoning Ordinance Amendment – Regulations Regarding Board of Adjustments

Pfaltzgraff spoke on the details of the current regulations and what is being requested to change or alter. There is an oversight of time constraint concerning special use permits as well as applicants not knowing the criteria for a special use permits. Notifications are not required to be sent out concerning special use permits. He also covered that there are a number of residential and commercial structures in question.

Motion by Strutt-Todd, Second by Smid to approve Grimes Elevated Water Storage Tank – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

C. PUBLIC FORUM – None

D. REPORTS

1. Building Administrator Update

Building Administrator Clyce stated that there were 14 new commercial projects underway.

2. Zoning Administrator Report

Development Services Director Pfaltzgraff informed the board that there is a new intern, civil engineer, and that in-house inspectors will also be added soon.

3. Council Liaison Update – None

4. Old Business

5. New Business

6. Next meeting July 2, 2019

Meeting is adjourned at 6:03 p.m.



Signature