

1. Agenda

Documents:

[040720 PZ AGENDA.PDF](#)

2. Meeting Materials

Documents:

[040720 PZ PACKET.PDF](#)



Planning and Zoning Commission

April 7, 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/279407149>

Meeting ID: 279 407 149

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 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.

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 # 20-1019: M-Keds Lot 1 – Site Plan
2. Project # 20-1023: Kyler Kiner Memorial Plat 1 – Preliminary Plat
3. Project # 20-1024: Kyler Kiner Memorial Plat 1 – Final Plat
4. Project # 20-1021: Hope Commercial Plat 2 – Preliminary Plat
5. Project # 20-1022: Hope Commercial Plat 2 – 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 | F: 515.986.3846

This meeting of the Grimes Planning and Zoning Commission was called to order Tuesday April 7, 2020 at 5:30 P.M. and was held electronically due to the global health pandemic.

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

Staff: Alex Pfaltzgraff, Evann Martin, Rachel Greving

Absent: N/A

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

Motion by Patterson, Second by Montford, to approve the agenda

Roll Call: Ayes-All; Nays-0 Motion passes: 5-0

2. APPROVAL OF THE MINUTES

Motion by Strutt-Todd, Second by Montford, to approve the minutes from the March 3, 2020 meeting

Roll call: Ayes-All: Nays-0 Motion passes: 5-0

B. PUBLIC AGENDA ITEMS

Project # 20-1019: M-Keds Lot 1 – Site Plan

The site plan proposes two buildings used for flex space with two retention basins at the front of the site. Elevations meet the minimum standards.

Motion by Strutt-Todd, Second by Smid to approve M-Keds Lot 1 – Site Plan

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

Project # 20-1023: Kyler Kinder Memorial Plat 1 – Preliminary Plat

This plat was very recently annexed into the City. Sewer is planned to enter from the south. For future dwellings, the plat will have the same minimum standards as the plats surrounding it. Staff recommended approval.

Motion by Strutt-Todd, Second by Patterson to approve Kyler Kinder Memorial Plat 1 – Preliminary Plat

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

Project # 20-1024: Kyler Kiner Memorial Plat 1 – Final Plat

Martin commented that this plat is consistent with what has been presented before.

Staff recommended approval.

Motion by Patterson, Second by Strutt-Todd to approve Kyler Kinder Memorial Plat 1 – Final Plat

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

Project #20-1021: Hope Commercial Plat 2 – Preliminary Plat

Martin displayed the concept plan for this plat. The sewer water will run to the north for future use and there is a proposal for a trail around the retention basin.

The commission asked if the basin already exists. Staff commented that it is being constructed right now during the grading of the plat.

Staff recommended approval.

Motion by Strutt-Todd, Second by Smid to approve Hope Commercial Plat 2 – Preliminary Plat

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

Project #20-1021: Hope Commercial Plat 2 – Final Plat

Martin commented that this plat is consistent with what has been presented before.

Staff recommended approval.

Motion by Strutt-Todd, Second by Patterson to approve Hope Commercial Plat 2 – Final Plat

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

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 April 7, 2020

Meeting is adjourned at 6:34 p.m.

Signature

DRAFT