

1. Agenda

Documents:

[080420 PZ AGENDA.PDF](#)

2. Meeting Materials

Documents:

[080420 PZ PACKET.PDF](#)



Planning and Zoning Commission

August 4, 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:**

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<https://zoom.us/j/96010940210>

Meeting ID: 960 1094 0210

- 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 # 20-1033: Hy-Vee Fast & Fresh – Site Plan
2. Project # 20-1042: Crossroads Plat 6 Lot 1 – Site Plan
3. Project # 20-1037: Willow Hills – Rezoning from A-1 to R-1
4. Discussion: Parking, Circulation, and Loading Amendment

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 August 4, 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, Amy Montford, Courtney Strutt-Todd, Council Liaison: Andrew Borchering

Staff: Alex Pfaltzgraff, Evann Martin, Rachel Greving

Absent: NA

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

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

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

2. APPROVAL OF THE MINUTES

Motion by Montford, Second by Smid, to approve the minutes from the April 7, 2020 meeting

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

B. PUBLIC AGENDA ITEMS

Project # 20-1033: Hy-Vee Fast & Fresh – Site Plan

Martin presented the details of the project.

The commission asked if any LED lighting would be included as well as if the canopy of the building would have any lighting. Neither is shown in the current submittal.

Pfaltzgraff also mentioned the entrance and exit from SE 37th Street is a right in and right out, which has been reviewed. There is also dry retention for this lot.

Motion by Montford, Second by Patterson to approve Hy-Vee Fast & Fresh – Site Plan

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

Project # 20-1042: Crossroads Plat 6 Lot 1 – Site Plan

Martin presented the details of the project.

The commission asked about parking. The applicant explained that parking spaces are not needed given the nature of the business, because a customer would simply park in front of their own stall when loading and unloading.

It was also pointed out that it would be all inside storage, and no office space.

Landscaping will also provide a barrier for the mobile home park to the west where there is also already a grading difference.

Motion by Patterson, Second by Montford to approve Crossroads Plat 6 Lot 1 – Site Plan
Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

Project # 20-1040: Willow Hills – Rezoning from A-1 to R-1

Martin presented the details of the project.

The annexation is for the plat as well as the 40 acre section to the north and two estate properties to the south for a total of 100 acres. There is already an existing trail along the south side and it is anticipated to continue all the way to North James Street. There will also be a trail added to the north side.

The commission also discussed how traffic will be handled considering the heavy traffic when school starts and is let out. Pfaltzgraff commented that there are some parking improvements planned for the sports complex that will assist with the heavy traffic flow. This is just not something that will be addressed in the next year.

Motion by Montford, Second by Smid to approve Willow Hills – Rezoning from A-1 to R-1
Roll Call: Aye-All Nay-0 **Motion Passes 4-0**

Discussion: Parking, Circulation, and Loading Amendment

Martin presented the main details of the new amendment to the ordinance. The commission discussed some suggestions with staff.

No vote required – Discussion only

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 September 1, 2020**

Meeting is adjourned at 6:54 p.m.

Signature

DRAFT