

**Meeting Minutes**  
**Plan & Zoning Commission Meeting**  
Tuesday, November 5, 2019  
Ankeny City Hall – City Council Chambers  
410 W. First Street, Ankeny, Iowa

**CALL TO ORDER**

Chair L. West called the November 5, 2019 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

**ROLL CALL**

Members present: L. Anderson, C. Ender, T. Flack, G. Hunter, A. Renaud, T. Ripper, L. West, and J. Woodcock. Staff present: E. Jensen, E. Carstens, D. Silverthorn, R. Hulstrom, B. Fuglsang

**AMENDMENTS TO THE AGENDA**

Motion by T. Flack to approve and accept the November 5, 2019 agenda without amendments. Second by G. Hunter. All voted aye. Motion carried 8 – 0.

**COMMUNICATIONS**

There were no communications.

**CITIZEN'S REQUEST**

There were no citizen's request.

**CONSENT AGENDA ITEMS**

**Item #1. Minutes**

Motion to approve and accept the October 22, 2019 minutes of the Plan and Zoning Commission meeting.

**Item #2. Harvest Ridge Plat 2 Final Plat**

Motion to recommend City Council approval of the Harvest Ridge Plat 2 Final Plat.

**Item # 3. 420 NW Ash Drive – Sunnyview Care Center – 2019 Expansion Site Plan**

Motion to approve the site plan for Sunnyview Care Center - 2019 Expansion located at 420 Ash Drive, subject to City Council approval and recordation of all necessary easements and approval of contracts and bonds for public utilities.

Referencing Item #2, G. Hunter asked if there is a concern about Lot 24 being too small for development. He also shared his concern about the driveway for that lot on the cul-de-sac. E. Jensen reviewed the site plan and setbacks for Lot 24 with the Commission. He further shared that there may have to be a side load driveway off NE Sherman Drive for the driveway.

Motion by G. Hunter to approve the recommendations for Consent Agenda Item(s) #1 - #3. Second by T. Flack. All voted aye. Motion carried 8 – 0.

**PUBLIC HEARINGS**

There were no public hearings.

**BUSINESS ITEMS**

**Item #4. Grand Capital, LC request for voluntary annexation into the City of Ankeny**

D. Silverthorn reported that Grand Capital, LC, has requested annexation into the City of Ankeny. He said the land is approximately 18.6 acres located east of SE Four Mile Drive, and approximately one-half mile north of SE Corporate Woods Drive directly north of the railroad. D. Silverthorn stated the annexation includes three parcels and the east 45 feet from the centerline of SE Four Mile Drive between the north and south boundaries of the proposed annexation area. He shared that the petitioned area is zoned Low Density Residential District on the Polk County Zoning Map; and Low Density Residential on the Polk County Future Land Use Map. The annexation area is currently identified in the Ankeny 2040 Comprehensive Plan as Airport Business Park and if annexed, the property will initially be zoned R-1, One-Family Residence District, as is all newly annexed land. He shared that a consultation meeting was held on October 28, 2019 and staff received no written comments as of the date of this report. The Commission held a public hearing on the proposed annexation on October 22, 2019 and there were no significant issues raised. D. Silverthorn stated the proposed annexation complies with the City of Ankeny's annexation policy; therefore, staff is recommending that the Plan and Zoning Commission recommend City Council approval of the Grand Capital, LC voluntary annexation.

G.Hunter asked if there are any issues with providing utilities for this property. D.Silverthorn shared that there is water existing along SE Four Mile Drive and sanitary sewer exists along Four Mile Creek. He shared that Public Works expressed that sanitary would be extended from a location along the Four Mile Creek sanitary and then extended north. G.Hunter shared that he assumes the property will eventually be zoned commercial or industrial. D.Silverthorn shared that currently in the comprehensive plan the property is Airport Business Park, which is not any different from standard Business Park, except that when the property is being developed they would need to follow the FAA regulations. A.Renaud asked if the FAA was notified regarding this annexation request. D.Silverthorn stated not at this time. He shared that prior to any development on this property, they would have to verify with the FAA to make sure they meet their requirements. C.Ender asked if there is a need for an easement through the private property for the sanitary sewer. D.Silverthorn commented that at the platting stage when there is a decision made for getting sanitary to the site, an off-site easement would be necessary. C.Ender asked if the property owner would be willing to allow an easement. D.Silverthorn shared that he is not aware whether there has been a conversation with the property owner. That would be a question for the applicant. He further shared that if the annexation is approved, it would still have to go through the rezoning process before they would begin the platting stage. T.Ripper asked why the annexation area excludes the bluebelt area. D.Silverthorn shared that there is no intent to exclude that area, the annexation is following a parcel line.

Dean Roghair, Civil Design Advantage, 3405 SE Crossroads Drive, Suite G, Grimes, Iowa on behalf of Grand Capital, LC shared that there has been discussions between the property owners to the east. He said that they are aware of the annexation request and there has been communication regarding sanitary sewer. Dean Roghair shared that the sewer is on the west side of the creek, which would only require running it through a very small strip of unusable ground. They will get further into those discussions during the rezoning and platting processes.

The Commission had no more questions.

Motion by G.Hunter to recommend City Council approval of the Grand Capital, LC voluntary annexation. Second by C.Ender. All voted aye. Motion carried 8 – 0.

#### **Item #5. The Crossings at Deer Creek Plat 7 Preliminary Plat**

D.Silverthorn reported that The Crossings at Deer Creek Plat 7 is a proposed 11.55-acre plat located west of NE Four Mile Drive; and approximately ½-mile north of E 1st Street, directly southeast of Deer Creek. He shared that the subject plat creates 21 single-family residential lots, and three Outlots (X, Y, and Z) and all 21 single-family residential lots are platted in accordance with the amended Deer Creek PUD Conceptual Master Plan. D.Silverthorn explained that the proposed development would be accessed from a new portion of NE Four Mile Drive, which will advance northerly through a proposed T-intersection with NE Avery Drive. There will be an eight-foot trail constructed along the west side of NE Four Mile Drive; and all other proposed roads in the development will be required to have five-foot sidewalks. D.Silverthorn then provided information regarding the water main, sanitary sewer, storm sewer and storm water detention for this plat and noted that the City's Parks Department will accept an 8.25-acre park shown as Lot 2 of the Deer Creek South Phase 2 Preliminary Plat as parkland dedication. Staff recommends City Council approval of The Crossings at Deer Creek Plat 7 Preliminary Plat; and acceptance of the public street name NE Avery Drive.

C.Ender asked what the purpose is of Outlots X, Y and Z. D.Silverthorn shared that they are landscaped buffer areas that the HOA maintains along NE Four Mile Drive and it is consistent with other plats along NE Four Mile Drive. He then inquired as to why the recommendation to the Commission was to approve the street name for NE Avery Drive. D.Silverthorn responded that the reason for requesting approval for the newly created street; is due to it not aligning with any other existing street in the city.

The applicant and/or representative had no further information for the Commission.

The Commission had no more questions.

Motion by A.Renaud to recommend City Council approval of The Crossings at Deer Creek Plat 7 Preliminary Plat; and approval of the public street name NE Avery Drive. Second by T.Flack. All voted aye. Motion carried 8 – 0.

#### **REPORTS**

##### **City Council Meeting**

A.Renaud reported on her attendance at the November 4, 2019, City Council meeting.

##### **Director's Report**

E.Jensen presented the tentative agenda items for the November 19, 2019 Plan and Zoning Commission meeting and the October 2019 Building Permits Report.



E.Jensen reported that a public hearing will be held at the November 19, 2019 Plan and Zoning Commission meeting for an annexation request from DRA Properties, LC. He also shared with the Commission that there is a Joint City Council/Plan and Zoning Commission work session on December 9, 2019 at 5:30 p.m. in the City Council Chambers.

**Commissioner's Reports**

There were no reports.

**MISCELLANEOUS ITEMS**

November 19, 2019 – 5:30 p.m. City Council Meeting Representative: Staff

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:51 p.m.



Submitted by Brenda Fuglsang, Secretary  
Plan & Zoning Commission