

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, February 17, 2020
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on February 17, 2020. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** | Chair Dietz called the meeting to order at 6:00 p.m.

2. **Roll Call** | Hankins, Triplett, Bowersox, Dietz, Ohlfest, Vogel | In attendance
Sires | Absent

3. **Approval of Agenda**

MOTION: A motion was made by Bowersox and seconded by Ohlfest to approve the agenda.

MOTION CARRIED UNANIMOUSLY

4. **Audience – None**

5. **Approval of Meeting Minutes**

MOTION: A motion was made by Hankins and seconded by Ohlfest to approve the January 20, 2020 meeting minutes.

MOTION CARRIED UNANIMOUSLY

6.&7. Roger Silver, ASLA, Landscape Architect, with Nilles Associates, Inc., presented an updated concept plan for Snetselaar/Lilliskau property to address the comments of the Commission and Staff at the December P&Z Meeting. Kathleen Connor, City Engineering Representative, suggested the developer plat the entire property at one time in the future to address some of the comments that haven't been finalized. She said 250 foot hydrant coverage had been discussed with the developer and she suggested an option for a conservation easement regarding the pond and tree preservation in an effort to keep the southside of the property open space and the woodland area on the western edge. Connor said it may be wise for the developer to restrict the number and size of accessory buildings on the lots to ensure keeping the area more open. She said these suggestions would either need to be made part of the rezoning or could be left for discussion during the platting phase. Roger Silver stated in general his client agrees with Connor's comments and has a willingness to comply.

The following audience members spoke regarding concerns surrounding this property including the expense of paving Southside Dr. and sidewalks, increased traffic flow, buffers, drainage, requiring concrete paving and curb and gutter to plan for stormwater prior to construction of the project, and concerns regarding the pond/park area.

1. Doug and Marla Layton, 1420 E Southside Drive
2. Scott Cherry, 1412 E Southside Drive
3. Jim and Connie Johnson, 10398 NW 44th Street
4. Steve Moeckly, 11395 NW 44th Street

Commission said they appreciated the developer revising and making some changes to address some of the concerns and comments from the December P&Z meeting. Commission expressed concerns that the size for commercial use is still not large enough. Potential parking, traffic flow issues and lack of access to the commercial area were also discussed.

Andy Snetselaar, Owner/Developer and resident at 1920 E Southside drive discussed his desire to move forward so his 85-year-old mother (Lilliskau) can reap the benefits of starting this project. Roger Silver said the developer is looking for flexibility to develop the residential now so there are enough people to warrant more commercial and they can find a buyer. Ron Hankins explained why the Commission is desirous to preserve land for commercial use to support the projected future number of homes. At the

request of the Developer, Commission was asked to proceed with a vote on the project. Dietz said it dies due to lack of a motion. He encouraged the Developer to consider increasing the commercial size. Hankins suggested the commercial space be moved further south, even if it must become less wide. Triplett said she appreciated the effort and is looking for better connectivity.

NO MOTION WAS MADE

8. Caleb Smith, McClure Engineering, presented the preliminary plat for Lakewoods Plat 2. Kathleen Connor, City Engineering Representative stated all engineering comments had been addressed. She confirmed there will not be a sign for the subdivision, and if the developer decides to add a townhome sign it can be addressed during the final plat. Commission Member Hankins requested parking on the new section of Roosevelt be continued in the same manner as the existing street. Commission Member Dietz asked for clarification on the HOA regarding the private street, townhomes and villas. Caleb Smith confirmed the HOA would be responsible for the exterior of the homes and lots and the maintenance of the private street.

MOTION: A motion was made by Hankins and seconded by Triplett to recommend Council approve the Preliminary Plat for Lakewoods Plat 2

MOTION CARRIED UNANIMOUSLY

9. Reports & Particulars

Council Liaison Ron Anderson said he went to the School Board meeting in Alleman a few weeks ago and plans to attend the meeting they are holding in Polk City on Thursday. He encouraged the Commission members to attend.

Commission Member Hankins provided an update on the Community Visioning Committee and said the next meeting is scheduled for February 29th with focus groups and Iowa State Extension to do a needs assessment for Polk City and the results will be reviewed and shared at the April P&Z meeting.

Commission Member Triplett said she will not be at the March P&Z meeting, Ohlfest and Vogel also said they will not be at the March Meeting and Dietz said Doug Sires is not available for the March meeting either. Dietz said he won't be available March 18th through the end of the month and Hankins said he will also be gone during that timeframe. Bowersox said she is not available until after March 9th. City Manager Huisman asked the Commission if any members could call in for the meeting and the consensus was only Ohlfest might be available.

10. Adjournment

MOTION: A motion was made by Triplett and seconded by Bowersox to adjourn at 7:22 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, March 16, 2020

Attest

Jenny Gibbons - City Clerk