

## **Meeting Minutes**

### **Plan & Zoning Commission Meeting**

Tuesday, March 6, 2018

Ankeny City Hall – City Council Chambers

410 W. First Street, Ankeny, Iowa

#### **CALL TO ORDER**

Chair T.Ripper called the March 6, 2018 meeting of the Plan & Zoning Commission to order at 6:30 pm.

#### **ROLL CALL**

Members present: L.Anderson, T.Flack, G.Hunter, A.Renaud, T.Ripper, S.Houlihan, L.West S.Odson and C.Ender. Staff present: E.Jensen, E.Carstens, D.Gervais, R.Hulstrom, K.Gorman, B.Fuglsang

#### **AMENDMENTS TO THE AGENDA**

Motion by L.West to approve and accept the March 6, 2018 agenda without amendments. Second by T.Flack. All voted aye. Motion carried 9 – 0.

#### **COMMUNICATIONS**

There were no communications.

#### **CITIZEN'S REQUEST**

There were no requests.

#### **CONSENT AGENDA ITEMS**

##### **Item #1. Minutes**

Motion to approve and accept the February 20, 2018 minutes of the Plan and Zoning Commission meeting.

##### **Item #2. 1604 NW State Street – Prairie Lakes Plat 2, Lot 1 Site Plan**

Motion to approve the Prairie Lakes Plat 2, Lot 1 Site Plan at 1604 NW State Street.

##### **Item #3. The Greens at Woodland Hills Plat 4 Final Plat (County)**

Motion to recommend City Council approval of The Greens at Woodland Hills Plat 4 Final Plat subject to applicable Polk County Subdivision requirements in lieu of the City of Ankeny Subdivision regulations.

Motion by G.Hunter to approve the recommendations for Consent Agenda Item(s) #1 - #3. Second by C.Ender. All voted aye. Motion carried 9 – 0.

#### **PUBLIC HEARINGS**

##### **Item #4. Ankeny Comprehensive Plan Update - continued**

T.Ripper opened the public hearing.

**Staff Report:** E.Jensen reported that the Commission opened a public hearing on the proposed comprehensive plan on February 20, 2018. At the public hearing, E.Jensen outlined the process that the city used to hire the consultant. He also stated during the public hearing our consultant, Chris Shires, from Confluence introduced the draft Ankeny Plan 2040 to the Commission, provided the Commission an overview of each of the chapters and shared information on the amount of public input that was gathered during the comprehensive plan process. E.Jensen commented that no one from the audience spoke for, or against the plan during the public hearing and staff has not received any written comments. He shared with the Commission that there were 21 stakeholder meetings held throughout this process, which included a full range of individuals. E.Jensen explained that there were two open houses held with approximately 150 people in attendance at each of them and they did not receive any negative comments about the plan itself. E.Jensen commented that he believes the approach to make this a truly transparent process and to fully engage the public has provided the public a good comfort level with the proposed plan. E.Jensen stated that Commissioner Odson presented a question asking staff to provide 10 major policy changes from the 2010

Comprehensive Plan to the proposed plan, which staff addressed during the public hearing and followed up with the information in their staff report. Commissioner Ender had a couple suggestions about tree cover, which staff also addressed in their report. E.Jensen then shared again with the Commission that staff was contacted by a landowner requesting a change to the proposed draft Land Use Plan at NW 18<sup>th</sup> Street and NW Weigel Drive. He stated staff reviewed the request, made some adjustments and are now recommending the proposed change to that area. E.Jensen asked the Commission if they had any further questions and thanked the Commission for their time on this comprehensive plan process.

S.Odson asked whether the draft plan was sent to the surrounding cities. E.Jensen responded by explaining the amount of public transparency and outreach that has been done since the comprehensive plan process began. S.Odson then thanked E.Jensen for the policy changes between the 2010 Comprehensive Plan and the proposed Ankeny Plan 2040.

There were no other further questions or comments from the Commission.

There was no one in the audience to speak for or against the Ankeny Comprehensive Plan update.

Motion by T.Flack to close the public hearing and receive and file documents. Second by G.Hunter. All voted aye. Motion carried 9 – 0.

C.Ender presented a change that he would like made to Chapter 4, Environment Goals and Policies – Goal 2. After discussion, the Commission agreed to recommend the following:

Goal 2: Protect, preserve and increase tree cover

Policy 2.1 – Require new development to preserve significant tree stands

Policy 2.2 – Promote the planting of a variety of trees with new development

C.Ender further commented that he does not have any issue with the proposed change to the Future Land Use Map that is being recommended by staff.

There was no further discussion by the Commission.

Motion by T.Flack to recommend City Council adopt The Ankeny Plan 2040 with one change to the Future Land Use Map in the general area of NW 18<sup>th</sup> Street and NW Weigel Drive as presented by staff at the public hearing, and further outlined in the report as well as updates to the Environment Goals & Policies - Goal 2 concerning tree cover recommended by Commissioner Ender. Second by C.Ender. All voted aye. Motion carried 9 – 0.

## **BUSINESS ITEMS**

There were no business items.

## **REPORTS**

### **City Council Meeting**

S.Houlihan reported on her attendance at the March 5, 2018, City Council meeting.

### **Director's Report**

E.Jensen thanked Jane Reasoner with Confluence for all her work on the comprehensive plan.

E.Jensen presented the tentative agenda items for the March 20, 2018 Plan and Zoning Commission meeting and the February 2018 Building Permit Report. He also stated that there will be a public hearing on March 20, 2018 for a request to rezone property owned by Diamond Development, LLC.

### **Commissioner's Reports**

T.Flack commented that she would like staff to provide an update on Prairie Trail.

S.Houlihan thanked staff and the Commission member's for their work on the comprehensive plan.


C.Ender mentioned that it is Tree Day at the State Capitol on Wednesday, March 7, 2018.

**MISCELLANEOUS ITEMS**

March 19, 2018 – 5:30 p.m. City Council Meeting Representative: Staff

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:57 p.m.



Submitted by Brenda Fuglsang, Secretary  
Plan & Zoning Commission