Iowa Code Section 21.4 requires that each Plan and Zoning Commission meeting shall be held at a place reasonably accessible to the public and at a time reasonably convenient to the public, unless for good cause such a place or time is impossible or impracticable. Given the Governor's proclamation on July 25, 2020, extending temporary suspension of open meetings requirements, allowing for electronic meetings in lieu of standard public meeting requirements, the City Manager has determined that to encourage and maintain social distancing to curb the spread of COVID19 in the community, the meeting will be conducted electronically with no public access to the meeting location. You may contact the City Staff at (515) 689-9485 or check the meeting agenda on the City’s website (www.dsm.city). To participate in the electronic meeting, access is available via the internet or telephonically (details below).

If you intend to participate in the virtual ZOOM webinar via internet or by telephone, the City’s Community Development Department requests that you please send an email to Planning@dmgov.org or call (515) 689-9485 at least 24 hours prior to the start of the scheduled meeting, to alert the meeting’s moderator that you intend to address the Plan and Zoning Commission. When sending an email or leaving a voice-mail message, please include your name, address, telephone number and the item number that you wish to speak on, state whether you wish to speak in support or in opposition, and attach or identify any evidence (photos, documents, etc.) that you would like the Plan and Zoning Commission members to review. Participants will be allowed to join the virtual Zoom meeting via internet or by telephone at the scheduled time of the meeting, whether or not such prior notice is given to the Community Development Department.

The Plan and Zoning Commission shall receive written views, comments, objections and arguments from any resident or taxpayer of the City that are received by City Staff in the Community Development Department either by email or by U.S. Mail prior to 4:00 p.m. September 30, 2020 (Community Development Department, Armory Building, 602 Robert D. Ray Drive, Des Moines, IA 50309; Email Planning@dmgov.org).

To join the ZOOM webinar using internet access, go to the following link:

https://dmgov-org.zoom.us/s/94392677506?pwd=eEZJbzdLaHZlUDhpV0VpZkdsR2hvUT09

Webinar ID: 943 9267 7506
Passcode: 857415

To join the meeting with one-tap dialing, (using mobile device with internet access):

Tel://+13126266799,,94392677506#

To join the ZOOM webinar by telephone.

+1 312 626 6799 or
+1 720 928 9299 or
833 548 0276 (Toll Free) or
877 853 5257 (Toll Free)

Use *6 to unmute and mute once you are on the call

Webinar ID: 943 9267 7506
Passcode: 857415

International numbers available: https://dmgov-org.zoom.us/u/ada30lFGQQ

*Hearing date* is subject to change. Please see https://www.dsm.city/covid19 and scroll down to the “Public Meetings” link under the heading “City of Des Moines Services impact” or call (515) 689-9485 for the most current information public hearings and public meetings.
PLAN AND ZONING COMMISSION RULES AND PROCEDURES

1. The Plan and Zoning Commission is generally an advisory body to the City Council. The City Council will hold a public hearing and make the final decision on all matters before the Commission other than Site Plans and Subdivision Plats, unless denials or conditional approvals thereof are appealed. Please contact the City Clerk or Community Development Department staff (515) 689-9485 for details on Council hearings.

2. Applicant will be given 10 minutes to present the request. If applicant’s wish to share materials not already submitted with the application, please email them to Planning@dmgov.org so a staff host may be able to share them on the screen when you present.

3. Proponents and then opponents from the public are then allowed to speak in that order, with each speaker allowed a maximum of 5 minutes. Staff has attempted to compile a list of people who would like to speak on each item. Staff will first call on these people and then will open it up to anyone else who wishes to speak. To request to speak during the hearing, please use the “raise hand” function on ZOOM Webinar via internet or dial *9 on your phone. One permission to speak is given, to unmute and mute dial *6 on you phone. You will be required to give your name and address for the record prior to speaking. Also, we ask that you keep your microphones and phones on “mute” unless you’ve been given the chance to address the Commission by the Chair.

4. Applicant is then allowed five (5) minutes for a rebuttal if any opponents spoke.

5. All comments are to be germane to the item under consideration and speakers are to maintain a courteous manner.

6. The hearing will then be closed and the Commission will discuss and vote on the issue.

7. Items listed on the consent portion of the agenda will not be individually discussed and will be considered for approval in accordance with the recommendation in the staff report unless an individual present or member of the Commission requests that the item be removed from the consent agenda and considered separately under the public hearing agenda.

8. The City of Des Moines is pleased to provide accommodations to individuals or groups with disabilities and encourages participation in City government. Please know that typical accommodations may be limited by emergency requirements as issued by the State of Iowa and the City of Des Moines.

*Note: There is not a scheduled early session.*

6:00 ROLL CALL & APPROVAL OF MINUTES FROM September 17, 2020

CONSENT PUBLIC HEARING ITEMS

1. Request from Casey’s Marketing Company (developer) represented by Erik Nikkel (agent) for the following regarding the property at 3121 Forest Avenue. The subject property is owned by Neighborhood Development Corporation:

   A) Determination as to whether the requested rezoning is in conformance with the PlanDSM Creating Our Tomorrow Comprehensive Plan.

   B) Amend the PlanDSM Creating Our Tomorrow Comprehensive Plan to revise the future land use designation from Neighborhood Mixed within a Neighborhood Node to Community Mixed Use within a Neighborhood Node. (21-2020-4.20)

   C) Rezone property from “MX1” Mixed Use District to “MX3” Mixed Use District to allow redevelopment of the site with a 3,400-square foot store for Retail Sales, Limited use with the ability to request a Conditional Use for a business that sells alcoholic liquor. (ZON2020-00109)
PUBL HEARING ITEMS

2. Request from Thirty One Hundred Grand Avenue Condominium (owner) represented by Nancy Strickler (officer), for review and approval of a Public Hearing Site Plan Alternate Design Documentation for a Type 2 Design Alternative in accordance with Chapter 135 Sections 135-9.2.4.B and 135-9.3.1.B, for property located at 3100 Grand Avenue, in order to allow installation of a 25-foot tall Flag Pole in the front yard area along Grand Avenue that would exceed the maximum allowed height of 15 feet for a Flag Pole within an “NX3” Neighborhood Mix District building per Chapter 135 Section 135-2.22.3.E.2. (ZON2020-00111)

3. Request from Alpha Phi House Corporation (owner) represented by Kim Upton (officer), for review and approval of a Public Hearing Site Plan Alternate Design Documentation for a denied Type 1 Design Alternative in accordance with Chapter 135 Sections 135-9.2.4.B and 135-9.3.1.B, for property located at 1240 34th Street, in order to allow installation of a 2-foot tension wire extension to the height of an existing 6-foot tall chainlink fence for a total height of 8 feet in the rear yard area, that would exceed the maximum allowed height of 6 feet for a fence within the rear yard of an “NX2” Neighborhood Mix District building per Chapter 135 Section 135-7.11. (BLD2020-01063)

4. Request from Agribusiness Association of Iowa Foundation (owner) represented by Joel Brinkmeyer (officer) for review and approval of a Public Hearing Site Plan Alternate Design Documentation for the following Type 2 Design Alternatives and denied Type 1 Alternatives in accordance with Chapter 135 Sections 135-9.2.4.B and 135-9.3.1.B, for property located at 900 Des Moines Street to allow a 3-story, 2,654-square foot expansion of the existing office building treated as a General Building Type in the “P2” Public, Civic, and Institutional District. (10-2020-7.121)

   A) Waive the requirement for rooftop mechanical screening per Sec. 135-4.5.5.
   B) Waive the requirement for replacing street lights and undergrounding of overhead utilities per Sec. 135-9.2.1.E.
   C) Approval of façade materials that do not meet the allowed major and minor façade material requirements per Sec. 135-4.2.
   D) Approval of horizontally oriented windows per Sec. 135-4.3.1.C.
   E) Waiver of the building articulation requirements per Sec. 135-4.3.9.
   F) Waiver of the required 7’ fence frontage buffer depth per Sec. 135-7.7.2.A.
   G) Waiver of the metal fence as required by the fence frontage buffer fence per Sec. 135-7.7.2.B.
   H) Waiver of the of the required street trees per 135-7.5.

5. Request from Edwin Allen (owner) for review and approval of a Public Hearing Site Plan Alternate Design Documentation for the following Type 2 Design Alternatives and denied Type 1 Alternatives in accordance with Chapter 135 Sections 135-9.2.4.B and 135-9.3.1.B, for property located at 2120 Ingersoll Avenue to allow redevelopment of the property with a 2-story, 5,212-square foot Storefront Type building for a Restaurant use in an “MX2” Mixed Use District. (10-2020-7.131)

   A) Approval of a minimum primary frontage coverage of 23% where 90% is required by Sec. 135-2.5.3.A.2.
   B) Approval of on-site parking within the side yard beyond the allowed limited side yard per Sec. 135-2.5.3.A.8.
   C) Approval of a 2-story building in lieu of the required 3-story building per Sec. 135-2.5.3.B.10.
D) Waiver of the requirement of a primary entrance on the primary frontage façade per Sec. 135-2.5.3.D.20.

OTHER ITEMS

6. Committee and Director’s Reports.