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 Mayor Cownie’s March 17, 2020 Proclamation, as amended, prohibiting indoor gatherings of ten or more persons on public property, and the Governor’s Proclamation, as amended, strongly encouraging vulnerable Iowans to limit participation in gatherings of any size and any purpose during the COVID-19 outbreak and its authorization of electronic meetings, and the City Manager’s decision to delay the opening of City buildings to the public due to the positive trend upward of COVID-19 cases in Polk County and the need to maintain safety, it is impossible and impractical to have physical public access to the meeting location and the meeting will be conducted electronically with electronic public access to the meeting location as set forth below. Meeting minutes will continue to be provided per the City’s normal course of business. 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. November 18, 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/86906274359?pwd=cjh3R1g4VTE2Mk94T3d4Sjd6d29udz09

Webinar ID: 86906274359
Passcode: 765309

To join the meeting with one-tap dialing, (using mobile device with internet access):
Tel://+13126266799,,86906274359#

To join the ZOOM webinar by telephone dial one of the following numbers:
+1 312 626 6799
+1 720 928 9299
877 853 5257 (Toll Free)
833 548 0276 (Toll Free)

Webinar ID: 86906274359
Passcode: 765309

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

To find other numbers available for your location: https://dmgov-org.zoom.us/u/ktFxmkcRP

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.
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 your 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 November 5, 2020**

**PUBLIC HEARING ITEMS**

1. Request from Jaclyn Wike (owner) for a Public Hearing Site Plan for review of the following Type 2 Design Alternative and 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 5322 Grand Avenue, for construction of an 894-square foot basement story addition (for an attached garage) to the existing 900-square foot basement for a House Type A in an “N1a” Neighborhood District.  

   (BLD2020-01763)

   **A)** Allow 893.4 square feet (49.8%) of the 1,794-square foot basement story area to be used for parking within a principal building per when 538.2 square feet (30%) would be allowed per Section 135-2.13.3.C.17.

   **B)** Waiver of required screening of mechanical equipment from view from any public way as required per Section 135-4.5.7.C.3.
2. Request from Julie Mason (owners) for a Public Hearing Site Plan for review of the following Type 2 Design Alternative in accordance with Chapter 135 Section 135-9.2.4.B and 135-9.3.1.B, for property located at 1518 Pioneer Road, to allow construction of an addition to a House Type B in an “N3a” Neighborhood District with waiver of the required public sidewalk installation per Section 135-8.5.2.A. (BLD2020-02654)

3. Request from Anto and Sonja Bekic (owner) for a Public Hearing Site Plan for review of the following Type 2 Design Alternative in accordance with Chapter 135 Section 135-9.2.4.B and 135-9.3.1.B, for property located at 4023 Southwest 31st Street, to allow construction of a 22-foot by 22-foot detached garage within the Front Yard Area where accessory buildings are only permitted to be located within a rear or side yard per Section 135-2.22.1.D.1. (BLD2020-02769)

OTHER ITEMS

4. Committee and Director’s Reports.