

ALTOONA PLANNING AND ZONING COMMISSION MEETING

June 27, 2023

Altoona City Hall

Members Present in Person: Michelle Sloan, Scott Henry, Jill Pudenz, Steve Moyna, Steve Chase

Members Present Virtually: None

Members Absent: Erin Herbold-Swalwell, Dan Narber

Staff: John Shaw, Jenn Naylor, Marina Smart, Natalie Jacobson

Guests: Meeting was held in a virtual Zoom format and in-person; In-person and online guests included Branden Stubbs, Terry Coady, Brent Culp, and others not signed in.

Chairperson Jill Pudenz called the meeting to order at 6:30 p.m.

1. Roll Call. Roll call was taken. Five commissioners were present at roll call.

2. Public hearing to consider a rezoning request from ASI Holdings to rezone 1.43 acres from C-2 (General Commercial) to M-1 (Light Industrial).

With no one to present Item 2, John Shaw explained the request. There is an existing building on the north side of 9th, east of 1st Avenue and Caring Hands. They are requesting to rezone from C-2 to M-1. The purpose is to use it as an electrical contractor's office, and in the future, they may look at doing motorcycle sales. The Comp Plan in that area is mixed use commercial and light industrial. Henry asked how many houses were still on that road. Shaw stated there were three, two in that close vicinity and one clear down on the north side of the street, just west of the tracks. Henry asked if the small house on the south side is gone now. Shaw affirmed.

With no further questions from Commissioners, Pudenz opened the public hearing. With no public comments, Pudenz closed the public hearing.

Motion by Henry, seconded by Moyna, for recommendation of a rezoning request from ASI Holdings to rezone 1.43 acres from C-2 (General Commercial) to M-1 (Light Industrial), subject to deficiencies.

Votes: Yes – Henry, Moyna, Sloan, Pudenz, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

3. Consideration and recommendation of the Spring Creek Ridge North Plat 3 Final Plat.

Branden Stubbs (Stubbs Engineering/Stubbs Development) presented the request via Zoom. This is the third plat on the north side of the lake. They are finishing the last two street connections and finishing out the project before they move west. The majority of the lots are 80-foot lots backed up to the lake and remaining lots are 70-to-75-foot lots. They've finished utilities and paving. They're ready to move forward and start building houses. Henry asked if they were addressing the deficiencies. Stubbs affirmed. Shaw added that there is a boundary line issue between Plats 3 and 2. Ten feet was split off of Plat 2 to serve Plat 3, due to the storm sewer location and easements. That 10-foot sliver was inadvertently deeded with Lots 1-9 of Plat 2. Some lots have sold, and some are being held by the builder. Even though it was an error on the applicant's part, the Polk County Auditors didn't catch it as they split the Plat of Survey in to nine pieces. The attorneys are talking, and there are two different ways to correct the matter. They can get quit claim deeds from the neighbors, or they are looking at new easement and property line locations. They are looking to get the plat recorded. One possibility is final platting the lots that aren't impacted by the boundary line adjustment to expedite the process. Shaw said Staff recommends approval subject to finalizing, fixing, and correcting the boundary line and easement issues along Lots 25-33. Henry asked if that was part of the deficiencies if they make their normal motion. Shaw said if it wasn't listed in the deficiencies to add it. Pudenz said it was listed.

Motion by Moyna, seconded by Sloan, for recommendation of the Spring Creek Ridge North Plat 3 Final Plat, subject to deficiencies.

Votes: Yes – Moyna, Sloan, Henry, Pudenz, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

4. Consideration and recommendation of the Atherton-Brown Estates Final Plat (County Plat).

Terry Coady (Snyder & Associates) presented the request. The property is located in rural Polk County and is currently zoned Ag. It consists of 90.98 acres located at the northeast corner of NE 78th Avenue and NE 46th Street. The property lies 0.9 miles northwest of Altoona. They would like to separate the existing homestead from the property, creating two lots. The remaining property would be considered an outlot used for Ag purposes. The property will be serviced using septic and Des Moines Water Works, who has given approval for an additional lot. Pudenz asked for additional questions or comments from Commissioners and the audience.

Motion by Henry, seconded by Chase, for recommendation of the Atherton-Brown Estates Final Plat (County Plat), subject to deficiencies.

Votes: Yes – Henry, Chase, Sloan, Pudenz, Moyna. No – None. Abstain – None. Motion approved, 5-0-0.

5. Consideration and recommendation of the I-80 Business Park Plat 3 Preliminary Plat.

Brent Culp (Snyder & Associates) presented the request. They received approval for a two-lot subdivision last October. It wasn't filed at the time. They are coming back to request the addition of Lot 3, which was shown on a rendering. He explained that they decreased the size of Outlot X, which caused the storm water detention basin to get a little smaller. They've provided all of the calculations to indicate that everything is under control in that regional basin. They relocated the access easement to the west side of Lot 3. Henry asked if they were building anything out there yet. Culp showed on a map the buildings under construction. Henry asked Shaw if there were any issues. Shaw stated no. He said they reconfigured the boundary of the detention basin. There's an access easement across the Outlot that goes to the 96-acre State property. He said the intention of Lot 3 is probably to sell it to Contractor Solutions next door.

Motion by Henry, seconded by Sloan, for recommendation of the I-80 Business Park Plat 3 Preliminary Plat, subject to deficiencies.

Votes: Yes – Henry, Sloan, Pudenz, Moyna, Chase. No—None. Abstain – None. Motion approved, 5-0-0.

6. Consideration and recommendation of the I-80 Business Park Plat 3 Final Plat.

Brent Culp (Snyder & Associates) presented the request with nothing further to add.

Motion by Henry, seconded by Sloan, for recommendation of the I-80 Business Park Plat 3 Final Plat, subject to deficiencies.

Votes: Yes – Henry, Sloan, Pudenz, Moyna, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

7. Minutes of the May 30, 2023 meeting.

Motion by Henry, seconded by Sloan, to approve the minutes.

Votes: Yes – Henry, Sloan, Moyna, Chase. No – None. Abstain – Pudenz. Motion approved, 4-0-1.

8. Old/New Business

Shaw said the latest annexation north of Facebook, south of Country Living Mobile Home Park, goes to the City Development Board on July 12. Jacobson added that it was 72.377 acres. Shaw said they spoke with one of the bigger property owners to the east about annexation. He touched on the need to start a dialogue with Mitchellville and Bondurant about the future east interchange, and he explained some of the processes needed for the interchange to happen.

Motion by Sloan, seconded by Pudenz, to adjourn.

Votes: Yes – Sloan, Pudenz, Henry, Moyna, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

Meeting adjourned at 6:56 p.m. Next regular meeting is July 25, 2023 at 6:30 p.m.

Respectfully submitted,
Jennifer Naylor
Office Assistant