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 prohibition on gatherings of ten or more persons during the COVID19 outbreak and further given Section Nine of the Governor's March 19, 2020 proclamation suspending the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, the City Council has determined that a meeting at a physical place is impossible or impracticable and all Plan and Zoning Commission meetings for the time being will be conducted electronically with the public allowed to attend per the instructions on this agenda. Participation in person will not be available. Meeting minutes will continue to be provided per the City’s normal course of business.

If you intend to participate in the virtual Zoom meeting 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.

To join the Zoom meeting using internet access, go to the following link:

https://us02web.zoom.us/j/84637870041?pwd=RFRCOVNoQXdieG0wQmIlsd3plMGFPdz09

Meeting ID: 846 3787 0041
Password: 662061

To join the Zoom meeting using One tap access (using mobile device with internet access):

tel://13126266799,,84637870041# US (Chicago)

To join the meeting by telephone without internet access please dial the following number and then enter the meeting ID number listed below:

  +1 312 626 6799 US (Chicago)
  888 475 4499 US Toll-free

You will be muted upon arrival in the meeting. To request to speak during the hearing you please use the “raise hand” function on Zoom via internet or dial *9 on your telephone.

**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 via internet or dial *9 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 May 7, 2020

CONSENT PUBLIC HEARING ITEMS

1. Request from Drake Neighborhood Association (applicant) represented by Lori Calhoun (officer) for vacation of a triangular segment of street Right-Of-Way in the vicinity of 2400 block of Cottage Grove Avenue circumscribed by the improved public streets of Cottage Grove Avenue on the northeast, Kingman Boulevard on the south and 25th Street on the west, and recommendation to assign a Park/Open Space designation on the PlanDSM Future Land Use Map and a “P1” Public/private Open Space District zoning map designation to the vacated land, to allow development of the open space with a garden, porch swing and neighborhood entrance sign. (11-2020-1.03)

2. City initiated request for vacation of an undeveloped, dead-end segment of Southeast 14th Street Court Right-Of-Way from East Vine Street to a point that is 300 feet to the south. This was initiated based on request from the property owner of District Parcel #040/03798-000-000 which is east of and adjoining their residence at 97 Johnson Court. (11-2020-1.04)
3. Request from The Village at Gray’s Lake, LLC (owner) represented by Jason Grove (officer) for review and approval of a PUD Final Development Plan “Village at Gray’s Lake Lot 2” for property located at 2150 and 2270 Bell Avenue, to allow the existing buildings to be renovated for a total of 93 household living units. (10-2020-7.103)

4. Request from Denise Mahon (owner) to designate the “Varsity Theatre” property located at 1207 25th Street as a Local Landmark. (20-2020-4.01)

5. City initiated request to designate the “Drake Park Playground Shelter” on property located at 2300 Drake Park Avenue as a Local Landmark. (20-2020-4.02)

6. Determination as to whether the proposed Oak Park – Highland Park Urban Renewal Plan is in conformance with the PlanDSM Creating Our Tomorrow Comprehensive Plan.

PUBLIC HEARING ITEMS

7. Request from Drake University (owner) represented by Venessa Macro (officer) for review and approval of a 4th Amendment to the Drake University Recreation PUD Conceptual Plan on property located at 2601 Forest Avenue, 2525 Clark Street, 1421 25th Street, and 2410 Forest Avenue, to allow replacement of an existing electronic display pylon sign at the northeast corner of 27th Street and Forest Avenue with a new 18-foot tall by 14-foot wide, two-sided pole sign, with a 4-foot by 14-foot identification portion, a 7.2-foot by 13.2-foot electronic display portion, and a 2.5-foot by 13.5-foot internally lit portion. (ZON2020-00047)

8. Request from Nguyen Properties, LLC (owner) represented by Steven Nguyen (officer) for review and approval of a Site Plan “Drake Park Townhomes II” requiring the following Type 2 Design Alternatives in accordance with Chapter 135 Sections 135-9.2.4 and 135-9.3.1.B for property located at 1218 34th Street, to allow development of an 8-unit Row Type Building in an “NX2” Neighborhood Mix District that occupies 37.5% of the front lot: (10-2020-7.82)

   A) A Row Type building with less than the minimum required 80% front lot line coverage,
   B) A Row Building containing two (2) units over the maximum allowed six (6) units of building width,
   C) Surface parking within the side and front yards; and
   D) Seven (7) household units with principal entrances that are not on a street facade or courtyard.
9. Request from Construction Materials Testing, Inc. (owner) represented by Doug Clement (officer) for review and approval of a Site Plan “Construction Materials Testing” requiring the following Type 2 Design Alternatives and denied Typ1 Design Alternatives in accordance with Chapter 135 Sections 135-9.2.4 and 135-9.3.1.B for property located at 1610 East Madison Avenue, to allow development of a 3,800-square foot addition to the west of the existing Warehouse/Workshop Type Building in an “I1” Industrial District:

   (10-2020-7.87)

   A) Surface parking and loading within the front and street side yards where not allowed,
   B) Garage/loading entrance location on the front south façade where not allowed,
   C) A minimum primary frontage ground story height of 10 feet which is 5 feet less than the minimum required 15 feet,
   D) South and west street facing façades that do not provide adequate windows to meet minimum requirements for transparency and blank wall limitations,
   E) Use of fiber cement board, composite and concrete masonry units, standard as major façade materials on the west and south facades (denied Type 1),
   F) Vertical changes in façade materials at outside corners rather than inside corners as required (denied Type 1); and
   G) Major façade materials that do not continue around the building corner from the street facades for a minimum of 20 feet onto the side or rear facades (denied Type 1).

OTHER ITEMS

10. Committee and Director’s Reports.