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 for details on Council hearings.

2. Applicant will be given 10 minutes to present the request.

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.

4. Applicant is then allowed five (5) minutes for a rebuttal.

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

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

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. Assistive Listening Devices are available for meetings in the MSC Board Room. To better serve you, when possible please notify us at least three business days in advance at 515-283-4209, should special accommodations be required.

9. Plan and Zoning Commission meetings are broadcast on Mediacom Cable Channel 7.1 or 7.2 for customers with that service.

10. Transportation for City of Des Moines meetings can be scheduled to and from DART Central Station at 620 Cherry Street. To reserve your route, please call DART On Call Scheduling at (515) 283-8136. Calls for trips will be accepted up until 5:00 PM of the day prior to the meeting. Please be sure to mention in your request that you require transportation for the City of Des Moines meetings at this location. This notice is intended to comply with accessibility requirements of the Americans with Disabilities Act.

Note: There is not a scheduled early informational session.

6:00 ROLL CALL & APPROVAL OF MINUTES

CONSENT PUBLIC HEARING ITEMS

1. Request from Linda Casas and Richard Anderson (owners), 827 Scott Avenue, for vacation of the north/south alley between Southeast 8th Street and Southeast 9th Street from Scott Avenue to the vacated east/west alley. (11-2019-1.08)

2. Request from Roosevelt Cultural District (applicant) represented by Susan Noland (officer) for vacation of a 4.44-foot by 3.38-foot rectangle of the 42nd Street and Chamberlain Avenue Rights-Of-Way (ROW) adjoining the property at 800 42nd Street, to allow the existing masonry pillar to carry private signage in the form of a plaque for the Roosevelt Cultural District. Adjoining subject property is owned by Des Moines Public Schools. (11-2019-1.09)
3. Request from Galway Homes, Inc. (owner) represented by Jim Postma (officer) for review and approval of a Preliminary Plat for “Via 335” on property located at 335 Forest Avenue to divide the existing 2.6-acre property into 24 lots for row townhomes and a common outlot. (13-2019-1.49)

PUBLIC HEARING ITEMS

*Items #4 - #6 are continued from the April 18, 2019 meeting of the Commission.*

4. Request from HRC NFS I, LLC (owner) represented by Kris Saddoris (officer) for Review and approval of a Development Plan “Fusion East” within the Gray’s Station PUD for property located at 1170 Tuttle Street, to allow development of a 3-story, 18-unit row multiple-family dwelling complex. (10-2019-7.98)

5. Request from HRC NFS I, LLC (owner) represented by Kris Saddoris (officer) for Review and approval of a Development Plan “Fusion West” within the Gray’s Station PUD for property located at 1240 Tuttle Street, to allow development of a 3-story, 27-unit row multiple-family dwelling complex. (10-2019-7.99)

6. 400 SE 6th Street, LLC (developer) represented by Jake Christensen (officer) for review and approval of a Site Plan Amendment “Truman’s KC Pizza Tavern” under design guidelines in “C-3B” Districts for property located at 400 and 410 Southeast 6th Street, to allow a 1,344-square foot patio to the south of the building and off-street parking. (10-2019-7.121)

*Item 7 is continued from the May 2, 2019 meeting of the Commission.*

7. Request from Archway Development Group, LLC (owner) represented by Michael Donlin (officer) for review and approval of a Site Plan “Bartender’s Handshake” under design guidelines in “NPC” Districts for property located at 3619 Ingersoll Avenue to allow renovation of a 936-square foot commercial tenant bay and associated off-street parking to the north of the building. (10-2019-7.108)

8. Request from Jarcor, LLC (owner) represented by Joseph Cordaro (officer) for review and approval of the following for the property at 1723 Grand Avenue:

   A) Vacation of the surface and subsurface of the east 4 feet of 18th Street and the north 4 feet of Grand Avenue adjoining the subject property to accommodate door stoop footings. (11-2019-1.10)

   B) Review and approval of a Site Plan “Argonne Building Rehabilitation” under design guidelines for multiple-family dwellings to allow the existing 4-story building to be renovated to add six (6) additional ground floor units for a total of 45 residential household units, with the remaining portion of the 18,600-square foot ground floor and basement area to be devoted for office/retail space, storage, laundry, and indoor parking space. (10-2019-7.113)

9. Request from PRKG 1212, LLC (owner) represented by Ken Tharp (officer) for review and approval of a Site Plan “Des Moines Element” under design guidelines in “C-3B” Districts on property located at 304 East Walnut Street, to all development of a 6-story, 122-guestroom hotel with 1,600 square feet of ground floor retail space and 88 underground parking spaces. (10-2019-7.115)
10. Request from Drake University (owner) represented by Vanessa Macro (officer) for review and approval of a Site Plan “The Harkin Institute” under design guidelines in “NPC” Districts on property located at 2800 University Avenue, to allow development of a 2-story, 16,768-square foot building for the Harkin Institute. (10-2019-7.117)

11. City initiated request to give a segment of Rollins Street between 41st Street and 42nd Street an honorary name of “John Viars Street”. (11-2019-1.11)

OTHER ITEMS

12. Committee and Director’s Reports.