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 session.

6:00 ROLL CALL & APPROVAL OF MINUTES

CONSENT PUBLIC HEARING ITEMS

1. City initiated request to vacate the following segments of alley Right-Of-Way adjoining the property at 100 East 2nd Street to allow the Police Department to restrict public access:
   
   (11-2019-1.25)

   A) The east/west alley between East Court Avenue and vacated East Vine Street from East 1st Street to East 2nd Street.

   B) The north/south alley between East 1st Street and East 2nd Street from the east/west alley north 66 feet to a dead end.
2. City initiated request to vacate an irregular parcel of excess Right-Of-Way from the East M.L. King Jr. Parkway project in the vicinity of 1422 Scott Avenue adjoining Southeast 14th Street, to assemble with adjoining City owned property for redevelopment. (11-2019-1.26)

3. City initiated request to vacate a segment of East 15th Street from East M.L. King Jr. Parkway to East Market Street in the vicinity of 200 Southeast 15th Street, to assemble with adjoining City-owned property for redevelopment. (11-2019-1.27)

4. Request from Catholic Health Initiatives – Iowa Corporation d/b/a Mercy Medical Center Des Moines (owner) represented by Sandra Swanson (officer) for review and approval of a proposed 6th Amendment to the Mercy Medical Center PUD Conceptual Plan on property located in the vicinity of 1111 6th Avenue, to allow revision to the campus sign plan. (ZON2019-00221)

5. Request from 1219 34th Street LLC (owner) represented by Steve Tracy (officer) for review and approval of a Site Plan “1291 34th Street” under design guidelines for multiple-family dwellings on property located at 1219 34th Street, to allow the existing fraternity/sorority house to be converted to a 14-unit multiple-family dwelling. (10-2020-7.41)

6. Request from Hope Ministries (owner) represented by Leon Negen (officer) for review and approval of a Site Plan “Bethel Mission – Parking Addition” under design guidelines for extension of parking, on property located at 1317, 1321, 1323 and 1325 7th Street, to allow development of a 28-space off-street parking lot for the Bethel Mission across the alley to the east. (10-2020-7.47)

PUBLIC HEARING ITEMS

**Item #7 is continued from the November 7, 2019 meeting of the Commission.**

7. Request from Hubbell Realty Company (developer) represented by Eric Bohnenkamp (officer) for review and approval of a Preliminary Plat “Grover Woods” on property in the vicinity of 4500 Hubbell Avenue, to allow subdivision of the property into 84 single-family development lots. The subject property is owned by Baker Real Estate, LP. (13-2020-1.18)

**Item #8 is continued from the November 7, 2019 meeting of the Commission.**

8. Request from We Can Build It, LC (owner) represented by Jeff Young (officer) for review and approval of a PUD Development Plan “Franklin Junior High School” in accordance with the Franklin Jr. High PUD Conceptual Plan on property located at 4801 Franklin Avenue, to allow mixed use redevelopment of the former school and church site. (10-2020-7.43)

9. Request from Kum & Go, LC (developer) represented by Dan Garneau (officer) for review and approval of a Site Plan “Kum & Go Store # 0731” under design guidelines in “NPC” Districts and under design guidelines for gas stations/convenience stores for property located at 3104 University Avenue, to allow development of a 5,611-square foot gas station/convenience store with a pump island canopy for 8 fueling locations. A portion of the subject property is owned by Mirell Property Investors, LLC. (10-2020-7.38)
10. Request from Casey’s Marketing Company (lessee) represented by Marni Beck (officer) for review and approval of the following regarding the property located at 3200 and 3212 Southwest 9th Street and 930 Park Avenue. The subject property is owned by Tursi, LC.

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

   B) Amend the PlanDSM Creating Our Tomorrow Plan to revise the future land use designation from Low Density Residential in a Neighborhood Node to Community Mixed Use in a Neighborhood Node. (21-2019-4.24)

   C) Rezone property from “C-1” Neighborhood Retail Commercial District and “R1-60” One-Family Low-Density Residential District to “PUD” Planned Unit Development. (ZON2019-00220)

   D) Review and approval of the proposed Casey’s General Store #1192 PUD Conceptual Plan, to allow for redevelopment of the existing 21,664-square foot general food sales store with a 4,817-square foot gas station/convenience store to include sales of liquor, wine and beer and a pump island canopy with 14 fueling locations.

11. Request from 2701 Ingersoll, LLC (owner) represented by Todd Millang (officer) for review and approval of a Site Plan “Millang Retail Center” under design guidelines for “NPC” Districts on property at 2701 Ingersoll Avenue, to allow development of the property with a 5,250-square foot commercial center. (10-2020-7.42)

OTHER ITEMS

12. Committee and Director’s Reports.