

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, July 20, 2015
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on July 20, 2015. Before the meeting, staff provided agenda packets to the Commission and posted the agenda at the City Hall office prior to 3:00 p.m., July 16, 2015. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

P&Z Commission Members Present:

Deanna Triplett | Pro Tem
Dennis Dietz | P&Z Commission Member
Ron Hankins | P&Z Commission Member
Krista Bowersox | P&Z Commission Member
Justin Vogel | P&Z Commission Member
Doug Sires | P&Z Commission Member

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | Acting City Clerk
Kathleen Connor | City Engineering Representative

City Council Liaison Present:

Ron Anderson | Liaison for City Council

P&Z Commission Members Absent:

James Hill | Chair

1. **Call to Order** | Chair Pro Tem Deanna Triplett called the meeting to order at 5:58 p.m.
2. **Roll Call** | Dietz, Hankins, Pro Tem Triplett, Bowersox, Vogel, Sires | In attendance
Chair Hill | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Hankins and seconded by Dietz to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | No discussion items
5. **Approval of Minutes**
MOTION: A motion was made by Dietz and seconded by Hankins to approve the minutes
Hankins, Triplett, Sires, Dietz: YES
Bowersox, Vogel: ABSTAINED
MOTION CARRIED
6. **Preliminary Plat for Deer Haven**
Kathleen Connor, City Engineering Representative reviewed the plans.
Chris Thompson with Cooper Crawford & Associates presented an overview.
Commission discussed options for the best locations of trails and connections.

MOTION: A motion was made by Hankins and seconded by Dietz on the recommendation to Council to approve the Preliminary Plat for Deer Haven subject to the Review Comments and Recommendations being satisfactorily addressed with a recommendation from P&Z Commission that the developer move the recreational trail from the south side of Bridge Road (Lot 13) to the north side of Bridge Road (Lot 12)

Dietz, Hankins, Bowersox, Vogel, Sires: YES

Triplett: NO

MOTION CARRIED

7. Audience Question

Genevieve Lillskau, 10616 NW 44th St, addressed the Commission regarding the Future Land Use Plan (FLUP). Lillskau wanted to better understand what it meant.

Kathleen Connor explained the area that Ankeny shows commercial and the thinking behind the FLUP that wherever the road connects to the interstate would be a good commercial spot. Doesn't affect existing homes or ownership.

Gary Mahannah, City Administrator, clarified that the FLUP doesn't affect the property where you live unless you sell to someone else and then it would be up to that buyer to present any rezoning requests to the P&Z Commission, and follow all the proper notification requirements to surrounding residents at that time.

8. Council Liaison Report

Ron Anderson reported on previous Council Meeting that Motion to explain No votes was voted down. Also discussed future Trail options that were presented to Council

9. Staff Report

Kathleen Connor reported on some of the initial feedback from the booth at the Four Seasons Festival. Summarized some written comments from residents.

10. Commission Report

Hankins stated the most common comment he heard from the booth at the Festival was that the City had people there to discuss the Comprehensive Plan in greater detail

Sires discussed a conversation with a resident regarding concern for trees. Interested in having Staff put together a future Ordinance on residential properties requirement to put in certain quantity and/or certain types of trees

Bowersox complimented Papa's Pizzeria for the mural on the side of the building

11. Next Meeting Date – August 17, 2015

12. Adjournment – 7:21 p.m.