

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, March 4, 2025

Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Chair Ted Rapp called the March 4, 2025 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

Members present: Ted Rapp, Randy Weisheit, Lisa West, Glenn Hunter, Trina Flack, Annette Renaud, and Todd Ripper.

Staff present: Eric Jensen, Eric Carstens, Laura Hutzell, Ryan Kirschman and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by T.Flack to approve and accept the March 4, 2025 agenda without amendments. Second by G.Hunter. All voted aye. Motion carried 7 – 0.

COMMUNICATIONS

There were no communications.

CITIZEN'S REQUEST

There were no requests.

CONSENT AGENDA ITEMS

Item #1. Minutes

Motion to approve and accept the February 18, 2025 minutes of the Plan and Zoning Commission meeting.

Item #2. 2701 SE 90th Street – I-80 Commerce Center Plat 1, Lot 1 Site Plan

Motion to approve the site plan for 2701 SE 90th Street, I-80 Commerce Center Plat 1, Lot 1, subject to recording of the I-80 Commerce Center Plat 1 Final Plat.

Motion by L.West to approve the recommendations for Consent Agenda Items #1 - #2. Second by R.Weisheit. All voted aye. Motion carried 7 – 0.

PUBLIC HEARING

There were no public hearings.

BUSINESS ITEMS

Item #3. Jerry's Homes, Inc. request to rezone property from R-3, Multiple-Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development

Staff Report: L.Hutzell reported that the applicant, Jerry's Homes, Inc is requesting to rezone property from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development. She said the proposed rezoning consists of three parcels, totaling approximately 19.79 acres in size. She stated that the subject property is located northeast of the intersection of NW Weigel Drive and NW 18th Street and just south of the High Trestle Trail. She noted the zoning for the surrounding properties. L.Hutzell said that the applicant included with their submittal a PUD book for this proposal. She presented the conceptual plan and provided an overview of the bulk regulations including landscaping, open space, storm water detention, sidewalks and access to the development. L.Hutzell also said that the proposed minimum lot widths of 50-feet and the reduction in building setbacks in this development align with Medium Density category and therefore, a land use plan amendment is not required. She stated the parkland dedication requirement with this development will be determined during the final plat process. The Commission held a public hearing on February 18, 2025 with no members of the public in attendance. Staff recommends that the Plan & Zoning Commission recommend City Council approval of the request by Jerry's Homes, Inc to rezone property from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development.

Erin Ollendike, Civil Design Advantage, LLC, 4121 NW Urbandale Drive, Urbandale on behalf of Jerry's Homes, Inc. had no further comments for the Commission.

Motion by T.Ripper to recommend City Council approval of the request by Jerry's Homes, Inc, to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre to PUD, Planned Unit Development. Second by R.Weisheit. All vote aye. Motion carried 7 – 0.

REPORTS

City Council Meeting

E.Jensen reported on the March 3, 2025 City Council meeting and the Council Planning Session.

Director's Report

E.Jensen presented the tentative agenda items for the Tuesday, March 18, 2025 Plan and Zoning Commission meeting and the February 2025 Building Permit Report.

E. Jensen shared that the Plan and Zoning Commission Retreat is tentatively scheduled for the afternoon of Tuesday, March 25, 2025. Staff and the Commission held a discussion on retreat topics. The specific details of the retreat will be provided in the next couple of weeks.

Commissioner's Reports

G.Hunter asked if, at some point, it would be possible to have someone from City Council come talk to the Commission about their philosophies and priorities, etc. Staff agreed that it would be beneficial and will have a discussion with city management.

T.Flack asked about the process for selecting a new City Manager for Ankeny. Staff responded with an anticipated recruitment process.

MISCELLANEOUS ITEMS

March 17, 2025 – 5:30 p.m. City Council Meeting Representative: Staff

ADJOURNMENT

There being no further business, Chair Rapp adjourned the meeting. Second by G.Hunter. Meeting adjourned at 6:48 p.m.



Submitted by Brenda Fuglsang, Secretary
Plan & Zoning Commission