

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, May 6, 2025

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

CALL TO ORDER

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

ROLL CALL

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

Staff present: Eric Jensen, Eric Carstens, Deb Gervais, Bryan Morrissey, Ryan Kirschman and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by T.Flack to approve and accept the May 6, 2025 agenda without amendments. Second by G.Hunter. All voted aye. Motion carried 6 – 0.

COMMUNICATIONS

Chair Rapp stated that the Commission has received several pieces of correspondence from citizens regarding a Walmart project, which is not on this agenda for recommendation. Staff will again provide this communication and include it in the packet to the Commission and City Council at their respective Public Hearings if/when, the project moves forward.

Motion by T.Flack to receive and file correspondence regarding the SWC of NW 36th Street and N Ankeny Boulevard. Second by A.Renaud. All voted aye. Motion carried 6 – 0.

CITIZEN'S REQUEST

Chair Rapp shared that this portion of the meeting is for members of the public to speak regarding items, which are not listed as a public hearing on the agenda. When addressing the Commission, please provide your name, address, and use the podium.

There were no public comments.

CONSENT AGENDA ITEMS

Item #1. Minutes of the April 22, 2025 Plan and Zoning Commission meeting

Motion to approve and accept the April 8, 2025 minutes of the Plan and Zoning Commission meeting.

Item #2. 2006 S. Ankeny Boulevard - Des Moines Area Community College Ankeny Dental Clinic Site Plan

Motion to approve the site plan for 2006 S. Ankeny Boulevard, Des Moines Area Community College Ankeny Dental Clinic, subject to receiving the required SWPPP items and approval of easement documents by City Council.

Motion by G.Hunter to approve the recommendations for Consent Agenda Items #1 - #2. Second by L.West. All voted aye. Motion carried 6 – 0.

BUSINESS ITEMS

Item #3. Request to vacate a portion of public right-of-way described as part of SW Ordinance Road shown as Seventh Street, Thomas Addition to Ankeny.

Staff Report: D.Gervais reported that the City Council has initiated a vacation on a portion of SW Ordinance Road right-of-way, between SW Cherry Street and one property east of SW Walnut Street. The right-of-way was originally deeded to the City with the approval of Thomas Addition to Ankeny in 1896. The final plat names this street section Seventh Street. D.Gervais stated that from aerial photos taken in the 1930's, it appears that Seventh Street did exist and then, by the 1950's, and after World War II, the aerial photos show SW Ordinance Road in its current alignment. She said that City staff have determined that there is excess right-of-way in this section of SW Ordinance Road and noted that the excess right-of-way to the east and further west of this section has already been vacated. D.Gervais commented that it is believed that this portion of right-of-way was intended to be vacated in 1962 with the passing of Ordinance 147, however, there is no record of deeds conveying it to the adjacent property owners. The proposal aims to optimize the land use and is consistent with the right-of-way vacations that have occurred to

the east and west of this section. A letter was sent to the three adjacent property owners on March 12, 2025, describing the intention to vacate the property. She said that the vacated property may better serve the needs of adjacent property owners and the vacation will convert non-taxable right-of-way into taxable property. D.Gervais stated that the applicable franchise utilities have reviewed this request and have signed-off on the right-of-way vacation. Staff recommends that the Plan & Zoning Commission recommend City Council approve a street right-of-way vacation on a portion of SW Ordinance Road shown as Seventh Street, Thomas Addition Ankeny, containing 0.21 acres.

T.Rapp confirmed that the property is not encumbered by any utilities, public or private. D.Gervais responded that the utility companies do not have any issues with this section of right-of-way being vacated.

T.Flack asked how it was determined that the right-of-way should be vacated. E.Jensen responded that there was work being done in the area and it was noticed that this portion of the right-of-way had not been vacated.

Motion by L.West to recommend City Council approve a street right-of-way vacation on a portion of SW Ordinance Road shown as Seventh Street, Thomas Addition to Ankeny, containing 0.21 acres. Second by T.Flack. All voted aye. Motion carried 6 – 0.

REPORTS

City Council Meeting

E.Jensen reported on the May 5, 2025 City Council meeting.

Director's Report

E.Jensen presented the tentative agenda items for the Tuesday, May 20, 2025 Plan and Zoning Commission meeting and the April 2025 Building Permits Report. E.Jensen shared that there will be three public hearings on the May 20, 2025 agenda.

Commissioner's Reports

There were no reports.

ADJOURNMENT

There being no further business, Chair Rapp moved to adjourn the meeting. Meeting adjourned at 6:42 p.m.



Submitted by Brenda Fuglsang, Secretary
Plan & Zoning Commission