

Meeting Minutes
Plan & Zoning Commission Meeting
Tuesday, July 22, 2025
Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Chair Ted Rapp called the July 22, 2025 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

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

Staff present: Eric Jensen, Eric Carstens, Jake Heil, Bryan Morrissey, Laura Hutzell, Ryan Kirschman and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by T.Flack to approve and accept the July 22, 2025 agenda without amendments. Second by G.Hunter. All voted aye. Motion carried 6 – 0.

COMMUNICATIONS

There were no communications.

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 June 3, 2025 Plan and Zoning Commission meeting

Motion to approve and accept the June 3, 2025 minutes of the Plan and Zoning Commission meeting.

Item #2. 3707 NE Reinhart Drive - Trestle Ridge Park Site Plan

Motion to approve the site plan for 3707 NW Reinhart Drive, Trestle Ridge Park.

Item #3. 7405 SE Northstar Drive - New Horizon Cuisine Site Plan

Motion to approve the site plan for 7405 SE Northstar Drive, New Horizon Cuisine, subject to City Council approval of the required stormwater management facility maintenance covenant and permanent easement agreement.

Item #4. 5525 NE Delaware Avenue - Keystone Church Building Addition Site Plan

Motion to approve the site plan for 5525 NE Delaware Avenue, Keystone Church Building Addition.

Motion by L.West to approve the recommendations for Consent Agenda Items #1 - #4. Second by R.Weisheit. All voted aye. Motion carried 6 – 0.

REPORTS

City Council Meeting

E.Jensen reported on the July 21, 2025 City Council meeting.

Director's Report

E.Jensen presented the tentative agenda items for the Tuesday, August 5, 2025 Plan and Zoning Commission meeting and the June 2025 Building Permits Report.

E.Jensen provided information to the Commission regarding HF706 relating to open meetings and open records. As of July 1, 2025, all newly appointed board members, commissions, elected and appointed officials have an educational requirement. Discussion continued between staff and the Commission. E.Jensen shared that city management is recommending that all current board and commission members also take the training. He will provide the Commission on training dates when they come available. This will also include staff who work along-side these officials.

Commissioner's Reports

Commissioner Ripper asked if Fire Station #4 was complete. E. Jensen said that it is mostly finished and believes they will occupy the building on January 1, 2026.

Commissioner Flack asked if there has been damage across the community with all the rain recently. E.Jensen responded that he is unable to answer the question since our stormwater division handles most of those calls.

Chair Rapp commended the workers who were able to get NE Delaware Avenue completed in a timely manner.

ADJOURNMENT

There being no further business, Chair Rapp moved to adjourn the meeting. Second by G.Hunter. Meeting adjourned at 6:43 p.m.



Submitted by Brenda Fuglsang, Secretary
Plan & Zoning Commission