

## Meeting Minutes

**Governmental Body: Van Meter Planning and Zoning Commission**

**Date of Meeting: Monday, September 13<sup>th</sup>, 2021**

**Time/Location of Meeting: 5:30 PM – 310 Mill Street**

### Agenda:

1. Call to Order/Roll Call  
Akers called the meeting to order at 5:31 PM  
Roll was called: Harrison, Hulse (via phone), Akers, DeVore, Feldman present.  
Staff present included City Administrator Kyle Michel
2. Approval of Agenda  
Feldman moved, supported by Harrison, to approve the agenda as published. Motion carried unanimously.
3. Approval of Minutes – 8-2-2021 Meeting Minutes  
Hulse moved, supported by Feldman, to approve the minutes. Motion carried unanimously.
4. Discussion and Action: Grand Ridge Estates Townhomes Preliminary Plat and Site Plan  
Paul Clausen, CEC, was present to provide an overview of the preliminary plat and site plan submittal. City Administrator Michel indicated that City Engineer Veenstra's comments were included in the packet and responses from CEC appeared to satisfy all outstanding comments. Discussion ensued regarding unit ownership, covenants, and sidewalk/trail systems.  
Harrison moved, supported by DeVore, to recommend approval to Council as submitted. Motion carried unanimously.
5. Discussion and Action: 36093 Tabor Road Plat of Survey  
City Administrator Michel provided an overview of the plat of survey submitted on behalf of Wayne and Marcia Laco. Michel provided an overview of City Engineer Veenstra's comments. Discussion ensued regarding compliance with the future land use map of the City and future development of the properties included in the plat of survey.  
Akers move, supported by Harrison, to recommend approval of the Plat of Survey to the City Council subject to the following conditions: Future development of the parcel is subject to the City's site plan ordinance and/or subdivision ordinance whether the property is developed as a single parcel or further divided, the City reserves the right to require compliance with the subdivision ordinance as a part of future site plan or subdivision submittal, and that future development shall occur in conformance with the future land use map or zoning map of the City as applicable at the time of development. Motion carried unanimously.
6. Adjournment  
Motion by Feldman, supported by DeVore, to adjourn the meeting. Motion carried unanimously.  
The meeting was adjourned at 6:05 pm.