

## REGULAR NORWALK PLANNING AND ZONING MEETING 1-14-2019

### Call to order

The regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Monday, January 14, 2019. The meeting was called to order at 5:45 p.m. by Chairperson Judy McConnell. Those present at roll call were John Fraser, Elizabeth Thompson, AJ Samuelson, and Summer Fuller. Absent: Donna Grant and Barbara Bellizzi

Staff present included: Luke Parris, Community Development Director and Elliot Klimowski, City Planner and Hillarie Ramthun, Community Development Coordinator.

### Approval of Agenda – 19-01

Thompson motioned and Fraser seconded. Approved 5-0.

### Approval of Minutes – 19-02

Motion by Fraser and seconded by Samuelson to approve the Minutes from the December 10, 2018 meeting. Approved 5-0.

### Welcome of Guests

There were no guests present; the business portion of the meeting was opened.

### New Business

#### **Discussion on a zoning variance request for the application of a spray foam exterior material on the building at 812 North Avenue.**

Staff received a variance application in August 2018 requesting the allowance of a spray foam application to the outside of the building located at 812 North Avenue. The property owned by Gary Purdy is in the Founders Business District and currently zoned C-4. The applicable Zoning Ordinance Codes for the C-4 District as well as for buildings in the community are as follows: 17.60.010 and 17.60.020. These two codes discuss the Statement of Intent and the Architectural Performance Standards by Zoning District and Use, which explain the requirements per the City to protect the value of buildings and property. Also listed are acceptable exterior finishes. Notifications were sent out to adjoining landowners as well as published in the Des Moines Register in August 2018.

An information packet was provided by the applicant which describes the spray foam material as a roofing material and is not meant for the façade of a building. The spray foam material would not be acceptable per the City's architectural standards listed in the Zoning Ordinance.

It was the view of all P&Z Commissioners that the spray foam material would not protect the building and maintenance to the building should have occurred prior to requesting this variance.

#### **Commission Review of a Special Use Permit**

The City has received two requests for Special Use Permits that will go in front of the Board of Adjustments. Planning and Zoning is presented the opportunity to review and comment prior to the Board of Adjustment consideration. The requested Special Use Permits are as follows:

Overnight Boarding for a Dog Daycare -- This request is for the potential construction of a new Dog Daycare facility to be located at the empty lot to the south of Fareway and west of the car wash. The almost 1 acre of property is zoned C-2 Community Commercial, which is correctly zoned for a Dog Daycare. The applicant has expressed that she would like to offer boarding services and that is why a Special Use Permit is necessary. The Commissioners were not opposed to the request and would like the Board of Adjustment to add comments such as keep the smell contained; don't allow a certain number of dogs outside after a certain time due to disturbance of the peace, etc.

Operation of a Tattoo Studio – This request is in relation to a potential Tattoo Studio to operate in the retail center at 1043 Sunset Drive, next to Barbers Unlimited. Tattoo Studios are considered an unclassified use and allowed in any zoning district with the issuance of a special use permit. The Commissioners were ambivalent to the request and once again would just request that Board of Adjustment would add comments regarding things like hours and ask questions regarding health code requirements, etc.

*(Thompson left at 6:30 p.m.)*

**City Council Update-** Finishing up the budget and the biggest factor so far is the dilemma with 80<sup>th</sup> Avenue and working with the County to get that figured out.

**Economic Development Update-** Hyvee is supposed to submit gas station and Starbucks plans this week. There is a potential for more users in the Hughes Farm area.

**Community Development Update-** Budget related talks of requesting money for an update to the 2021 Comp Plan and looking to finalize another Certified Site.

**Next meeting Date – January 28, 2019.**

**Adjournment – 19-03**

Motion by Samuelson and seconded by Fraser to adjourn the meeting at 6:43 p.m. Approved 4-0.

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Judy McConnell, Chairperson

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Luke Parris, Community Development Director