

**Pleasant Hill Planning & Zoning
Regular Session
February 08, 2016
5:30 PM**

1. CALL TO ORDER/ROLL CALL

Pleasant Hill Planning & Zoning regular meeting was called to order at 5:31 pm on February 08, 2016 at the City Hall Council Chambers by Chairperson Mark Ackelson. PRESENT: Mark Ackelson, Jan Higgins, Tim Mallicoat, Martha Miller, Keith Williamson, and Beth Cooper. ABSENT: none.

2. APPROVAL OF AGENDA

WILLIAMSON/HIGGINS moved to approval of the agenda. Ayes: Unanimous. Motion carried.

3. APPROVAL OF MINUTES OF JANUARY 04, 2016 REGULAR MEETING

WILLIAMSON/MILLER moved to approval of the Planning & Zoning January 04, 2016 regular meeting minutes. Ayes: Unanimous. Motion carried.

4. APPROVAL OF MINUTES OF JANUARY 18, 2016 SPECIAL MEETING

WILLIAMSON/HIGGINS move to approval of the Plan & Zoning January 18, 2016 special meeting minutes. Ayes: Unanimous. Motion carried.

5. TIME TO ADDRESS THE COMMISSION

No comments were received.

6. OLD BUSINESS

a. SITE PLAN – VILLAS AT PRAIRIE CREEK

WILLIAMSON/MALLICOAT moved to approve a site plan for the Villas at Prairie Creek with conditions. The approval recommendation was subject to the inclusion of signage to identify the on site manager's office and that the site plan is subject to final engineering details and approval of the City Engineer. Ayes: Unanimous. Motion carried.

J. Benjamin Champ, Assistant City Manager / Community Development Director shared details of the site plan and noted that engineering review and comments are still being addressed by the developer. Chad Devor, a project engineer with Snyder and Associates, was present and is performing the review on behalf of the City. The project has reached a state where a conditional approval would be possible subject to final engineering comments and approval of the City Engineer of the Preliminary Plat and site plan. Final review of the utilities and grading plan could result in a reduction in units.

Dan DeCamp, PE, Abaci Consulting, Inc., 101 NE Circle Drive, Grimes IA. Addressed a question of where the utilities will be located. The location of electrical and cable are determined by the utility companies and the Commission encouraged the developer to place the utilities on the back side of the units to avoid them being damaged.

7. DIRECTORS REPORT

J. Benjamin Champ, Assistant City Manager / Community Development Director, provided an update on several upcoming projects. The City has been working with Des Moines on the planning and construction of the Southeast Connector Project. The Cities have agreed to transfer approximately \$3.25M to the Pleasant Hill portion of the project and improvements to Pleasant Hill Boulevard and Vandalia Road will be able to be completed over the next two years. The budgeting process for the upcoming fiscal year has yielded three projects important to the Commission. Funding is included for an ADA Transition Plan, updates to the Zoning Ordinance, and the completion of a pedestrian/trail crossing study for the University Avenue corridor.

8. **ADJOURMENT**

MILLCOAT/WILLIAMSON moved to adjourn. Ayes: Unanimous. Motion carried. Meeting was adjourned at 5:56 pm.

Crystal L Parsons
Stand In Recording Secretary