City of Bondurant
Planning and Zoning
Commission 200 2nd St NE,
PO Box 37
Bondurant, IA 50035

Meeting
Minutes

DATE: February 8, 2024 Karen Keeran, Chair

1. **Call to Order 6:00 pm**
   Place Bondurant City Hall (200 2nd St NE, PO Box 37)

   Special Note: Due to concerns of the COVID-19 virus and social distancing recommendations, access to the meeting was also provided through a virtual meeting.

2. **Roll Call**

   Members Present: Karen Keeran (Chairperson), Andy Mains (Vice-Chairperson), Kristin Brostrom, Brian Clayton, Ethan Pitt, Jesse Torres, Jason Vore
   Members Absent:

   City Official & Staff Present: Isaac Pezley, Maggie Murray, Matt Sillanpaa

3. **Perfecting and Approval of the Amended Agenda**

   Motion by Commission Member Mains, seconded by Commission Member Vore to approve of the February 8, 2024, meeting agenda. Vote on Motion 7-0-0. Motion carried.

4. **Approval of Minutes**

   Motion by Commission Member Mains, seconded by Commission Member Torres to approve of the January 11, 2024, meeting minutes. Vote on Motion 7-0-0. Motion carried.

5. **Guests requesting to address the Planning and Zoning Commission**

6. **Action Items**

   a. PUBLIC HEARING – Text amendment to Section 177.04. of the Zoning Code regarding setback requirements for accessory structures.

      Public Hearing opened at 6:01.

Pezley stated the Commission tabled this text amendment last month and requested additional information on what other Des Moines metro communities' regulations are. Pezley provided the Commission with additional information from other communities. Based on the information gathered, Pezley stated he has provided the Commission with two different text amendments.

The first option is the same text amendment proposed to the Commission in January. The second option would require accessory structures to also meet primary structure setback requirements in addition to the regulations outlined in option 1. Torres asked if an applicant wanted to deviate from the proposed text amendment where would that go, Pezley stated staff would treat that as a variance request.

Torres asked what the building code stated about accessory structures. Pezley stated Veenstra & Kimm reviewed the code changes and stated they are okay with it; they would also be responsible for enforcing building code regulations. Torres asked if a text amendment should also be added to the building code. Pezley stated he would prefer to stay away from that, the city generally approves building code updates when submitted by Veenstra & Kimm.

Oliver stated she is more comfortable with reviewing for zoning setbacks and Veenstra & Kimm reviewing for building code related issues.

Pitt asked about architectural style requirements, Pezley stated this text amendment does not address those issues.

The Commission asked if these requirements would apply to all accessory structures, including those under 120 square feet. Pezley stated that is correct, the issue is staff does not always see accessory structures under 120 square feet as they do not require building permits. Keeran asked if we needed to change the code to address that issue. Pezley stated he would prefer a separate text amendment.

Public Hearing closed at 6:13.

b. Resolution PZ-240111-01 – Considering recommended approval of text amendment to Section 177.04 of the Zoning Code regarding setback requirements for accessory structures.

   Motion by Commission Member Mains, seconded by Commission Member Vore to recommend approval of Option 2 of Resolution PZ -240111-01.

   Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Torres, Commission Member Mains, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

c. PUBLIC HEARING – Text amendments to the following sections of the Zoning Code: 179.01, 180.04, 180.05., 180.07. regarding setback requirements for stormwater detention and retention areas.

Public hearing opened at 6:14.

Pezley stated this text amendment was presented to the Commission last month and was tabled. Pezley stated staff has presented a text amendment requiring all stormwater basins must have a 5’ buffer strip with a slope of 5:1 or greater. Pezley stated staff is open to amendments and the Public Works Director reviewed and is okay with the text amendment.

Mains stated he would prefer a 6’ buffer strip instead of a 5’ strip, he does like the 5:1 slope. Brostrom agreed with Mains and stated she likes this text amendment more than what was presented last month. Brostrom asked if detention basins are generally placed in an easement and if so would this buffer strip be located in the easement area as well. Murray stated generally detention basins are privately owned and an easement is recorded for maintenance.

Clayton agrees with a 6’ wide buffer strip would be better than 5’. Pitt asked staff why staff originally went with a 5’ buffer strip. Pezley stated the Iowa DNR recommends a 5’ buffer strip around ponds to allow for drainage and erosion control.

Brostrom asked if the Commission is okay with the buffer strip being paved. Brostrom stated she is okay with it being paved; the intention is to provide a flatter buffer area. Commission members agreed with Brostrom.

Public hearing closed at 6:20.

d. Resolution PZ-240111-02 – Considering recommended approval of text amendments to the following sections of the Zoning Code: 179.01., 180.04., 180.05., and 180.07. regarding setback requirements for stormwater detention and retention areas.

   Motion by Commission Member Mains, seconded by Commission Member Pitt to recommend approval of the amended Resolution PZ -240111-02.

   Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Torres, Commission Member Mains, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

e. Resolution PZ-240208-03 – Resolution considering site plan for Bondurant-Farrar Community School District High School Arts Addition at 1000 Grant Street North.

   John Hanson, Snyder & Associates, presented the submitted site plan to the Commission. Hanson stated the addition will be used for multiple uses. The site plan also includes rearrangement of existing utility lines, repainting the fire lane and the inclusion of additional parking spots around the football field.

Pezley stated staff has reviewed and has no issues. Parking and landscaping requirements were already met but are being added to.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of Resolution PZ-240208-03.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Mains, Commission Member Torres, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

f. Resolution PZ-240208-04 – Resolution considering site plan for Kasey Leigh Dance Co at 92 Paine Circle SE.

Nikki Neal, CDA, presented the site plan to the Commission. Neal stated this will be a multi-tenant building, but the main tenant will be Kasey Leigh Dance Co. Pezley stated all staff comments have been addressed. Torres asked if bike racks could be added, Neal stated they can address it with the property owner.

Motion by Commission Member Mains, seconded by Commission Member Vore to recommend approval of Resolution PZ-240208-04.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Mains, Commission Member Torres, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

g. Resolution PZ-240208-05 – Resolution considering recommended approval of Site Plan for Alan's Seamless Gutters.

Pezley provided the Commission with a brief description of the submitted site plan. Pezley stated the applicant is proposing to construct a new building to the north of the existing building. The proposed building will be located outside of the floodplain and stream buffer area. Pezley stated staff need to receive confirmation of the lot-tie agreement with the lot to the north. If this lot-tie agreement does not happen the proposed building will be too close to the northern property line.

Keeran asked staff if the current gravel drive needs to be paved. Pezley stated it was the staff's opinion that the drive is existing and would be grandfathered in. Commission members disagreed with the staff's opinion and would like to see the gravel areas be paved. Pezley stated staff can confirm the submitted elevations will match the façade of the existing building and if staff feels strongly about improving the gravel areas to pavement to add it as a condition of the resolution. Commission and staff had continued conversations about the gravel area.

The Commission requested staff receive additional information regarding the submitted elevations. Commission discusses the submitted elevations, submitted elevations include updated exterior of current building to match the proposed building.

Mains asked staff if the parking located along Garfield Street needs to be updated to pavement as well.

Keeran asked if they are proposing any landscaping, Pezley stated yes they have submitted a landscaping plan.

Mains stated he believes this site plan should be tabled until the Commission is able to get some more answers to their questions.

Motion by Commission Member Mains, seconded by Commission Member Torres to table Resolution PZ-240208-05.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Mains, Commission Member Torres, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

h. Resolution PZ-240208-06 – Resolution considering recommended approval of The Grain District Downtown Redevelopment Plan.

Danielle Probst, ISG, presented the Grain District Downtown Redevelopment Plan to the Commission.

Keeran asked for clarification that this is a plan not a site plan, Probst confirmed that is correct. Oliver stated the city has applied for a grant and is waiting to hear back if the city will be invited to apply for the whole grant. Oliver stated the property in the northeast corner of this area is currently owned by the City and would be the first part of the CVT arboretum trail. Oliver also stated the city recently adopted the Arts, Culture and Wayfinding Plan which features a downtown entry way art piece that would be located at the future Truman Avenue-2nd Street intersection.

Murray stated Jeff Cook with the Men's Club and Friend of the CVT submitted comments on behalf of those clubs. Cook's comments suggest non fruit or seed-bearing trees as they are hard on bikes. Oliver state engineering students with the University of Iowa have also helped with the design of the CVT extension.

Clayton asked about what the façade of the rear of the buildings fronting Main Street would look like. Probst stated the front would face the street, but the rear of the building would look similar.

Pitt asked if this is intended to be connected to downtown. Murray stated that is correct and staff are working on multiple plans to make this development feel like an extension of downtown.

Keeran asked about the addition of bike parking. Oliver stated part of the public improvements will include additional parking for both vehicles and bikes. Oliver detailed the future plans of the current fire station for the

Commission.

Keeran asked if we can add wording to require different architectural styles for the townhome development. Keeran stated the townhome development should feel more like a downtown feel than a modern residential feel.

Keeran asked how many stories the development would be allowed to have. Murray stated it would be limited to what the C-4 Commercial District bulk regulations state.

Sillanpaa detailed some concerns the City Council had. There was concern the stormwater detention basin next to the bike trail would not hold enough water and become an eyesore. Sillanpaa asked if there was a plan B for connection to the townhome area in case a connection from the west was not possible. Oliver stated the primary connection to the townhome area would be from 2nd Street and eventually going east to Truman Avenue. Staff and the Commission had additional conversations about street access.

Brostrom stated this layout is exciting although detention issues need to be maintained to ensure they do not become eyesores, especially in highly trafficked areas like this will be. There are a lot of ways to design these features, so when the development of the site comes there are a lot of options to implement to be functional and aesthetically pleasing.

Pitt stated he loves the idea of converting silos into a hotel and/or condo.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of the amended Resolution PZ-240208-06.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Brostrom., Commission Member Mains, Commission Member Torres, Commission Member Vore Nays: none. Abstentions: none. Absent: Vote on Motion 7-0-0. Motion carried.

7. Discussion Items –

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – Updated Commission on pieces of legislation that would limit local government’s ability to regulate local development. Brostrom specifically identified the senate file limiting cities abilities to regulate stormwater. Oliver updated the Commission on some other bills being considered that would limit local communities’ ability to regulate different issues.

Clayton – Expressed concern with recent comments and misinformation on local social media sites.

Mains – asked if the Bondurant sign will be fixed, Oliver stated that parts have been ordered.

Pitt – none.

Torres – none.

Vore – Asked staff for an update on the City Park. Oliver stated crews are on schedule and staff are very pleased with the work they are doing.

Commission Chair – Keeran gave staff an example of the mailing Iowa City sends out regarding insurance for water lines. Keeran added the link to agendas and minutes for the Commission seems to be broken. Keeran asked staff to explain the I-80 plan. Oliver stated the City of Bondurant and Altoona is partnering to submit an application to the MPO to look at a future interchange on I-80.

b. City Administrator – Oliver showed the Commission a graph from her budget presentation to City Council. The graph reflects the median valuation of homes in Bondurant versus the actual tax dollars paid by Bondurant residents. The graph shows that median valuations have steadily increased while taxes have either decreased or remained the same. Keeran asked if additional "Welcome to Bondurant" signs will be added, Oliver stated yes, it is part of the wayfinding plan.

c. Community Development Director – a text amendment to electronic reader signs will be considered at next months meeting. HR Green is nearing completion of a Pavement Management Study which will likely spur some text amendments for residential streets and design.

d. City Planner – none.

e. City County Liaison – thanked the Commission for their discussion on the gravel improvements on Alan's Seamless Gutters. Council discussed establishing standards on different issues and appreciated the Commission standing firm.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Pitt to adjourn the meeting. Vote on Motion 7-0-0. Motion carried. Meeting adjourned at 7:28.