

City of Bondurant

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



Meeting Minutes

DATE: December 12, 2024 Karen Keeran, Chair

1. Call to Order 6:00 pm

Place Bondurant City Hall (200 2nd St NE, PO Box 37)

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: Marketa Oliver, Maggie Murray, Isaac Pezley (present at Item 7a.)

3. Perfecting and Approval of the Agenda

Motion by Commission Member Mains, seconded by Commission Member Torres to approve of the December 12, 2024, meeting agenda. Vote on Motion 7-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Pitt to approve of the October 2, 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. Resolution PZ-241212-31 – Resolution considering recommended approval of the 8295 Ne Santiago Drive Plat of Survey located in unincorporated Polk County within two miles of Bondurant's city limits.

Murray and Wally Pelds provided summary of the proposed Plat of Survey.

Motion by Commission Member Mains, seconded by Commission Member Brostrom to recommend approval of Resolution PZ -241212-31.

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

- b. Resolution PZ-241212-32 – Resolution considering recommended approval of the Plat of Survey creating Parcel ‘2024-191’ in unincorporated Polk County within two miles of Bondurant’s city limits.

Murray and Marty Dostalík provided a summary of the Plat of Survey to the Commission. MidAmerican is requesting the proposed split for a future substation that will be installed sometime in the future, no construction timeline has been identified yet. Murray stated the City is requesting the Plat be updated to take into account right-of-way needs along NE 56th Street. Brostrom asked about the future E/W street in this area. Murray stated the Streets Master Plan does show a future E/W street in this area (16th Street NW). The City Engineer has confirmed this future street can be shifted to the north or south accordingly. Murray added the Sankey Summit Phase 2 preliminary plat shows this future E/W street further to the north.

Motion by Commission Member Clayton, seconded by Commission Member Brostrom to recommend approval of Resolution PZ -241212-32.

Roll Call – Ayes: Member Brostrom, Commission Member Clayton, Commission Member Keeran, Commission Member Pitt, Commission Member Torres, Commission Member Vore
Nays: none Abstentions: Commission Member Mains. Absent: none. Vote on Motion 6-0-0. Motion carried.

- c. Resolution PZ-241212-33 – Resolution considering recommended approval of the site plan for Shiloh Rose Business Park Phase 2.

Murray provided a summary of the proposed site plan. Pitt asked for clarification on the use of the buildings, Dillon Temple, applicant, confirmed they will be flex industrial buildings. Mains asked for clarification on the gravel noted on the site plan, Korey Marsh, Snyder & Associates, stated there will not be any gravel on site, all surfaces will be paved.

Motion by Commission Member Pitt, seconded by Commission Member Mains to recommend approval of Resolution PZ -241212-33.

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

carried.

7. Discussion Items –

a. Zoning Code Rewrite

Chris Shires, Confluence, introduced himself and gave the Commission an overview of the Zoning Code listening sessions with the public and key stakeholders.

Clayton asked if there was a way to limit how much a property is raised prior to or during development. Shires stated if the property is platted and has an approved stormwater management plan, then the City could come in and prevent additional fill if it is in violation of the stormwater management plan. If the property is undeveloped the answer gets more difficult, and he would need to do more research.

Torres asked about open space standards for residential lots. Shires stated he could bring something for the Commission to review. If the intent is to look at the front yard, setting driveway standards would be the most common way. Murray stated she wanted to make sure if there are any new standards to make it very clear as to not create a large amount of additional work for staff.

Sillanpaa asked about street trees and using this to create diversity in residential areas. Sillanpaa asked if the street tree requirements can be amended to require larger caliper trees to be planted in new residential developments. Sillanpaa also asked about requiring a diversity in size and shape of street trees. Shires stated this can be required, but cities need to be careful as to not negatively affect existing utilities and not create nuisances for pedestrians and/or vehicles. Shires stated he would want to work closely with the Public Works Department on developing street tree and front yard tree standards.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – Absent.

Clayton – stated he looks for quality of product when reviewing plans as a way to control the growth of Bondurant.

Mains – asked for status of property north of junior high, Oliver stated the City's legal team has contacted the property owner.

Pitt – none.

Torres – None.

Vore – None.

Commission Chair – Michael Street SE in the original plat seems very dark

at night, asked staff to look into the street lighting in this area.

- b. Community Development Director – Provided the Commission updates on the Station schematic design and the Grain District. There will be a January meeting and an Intro to Planning & Zoning session hosted by Iowa State Extension will take place on the 2nd Tuesday of February.
- c. City Planner – none.
- d. City Administrator – The City has received the Bravo grant to install the melting bicycle art piece. The City Park Phase 2 has also begun.
- e. City County Liaison – None.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Vore to adjourn the meeting. Vote on Motion 7-0-0. Motion carried. Meeting adjourned at 7:20.