

City of Bondurant

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



Meeting Minutes

DATE: October 2, 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), Brian Clayton, Ethan Pitt, Jesse Torres, Jason Vore

Members Absent: Kristin Brostrom

City Official & Staff Present: Isaac Pezley, Maggie Murray

3. Perfecting and Approval of the Agenda

Motion by Commission Member Mains, seconded by Commission Member Pitt to approve of the October 2, 2024, meeting agenda. Vote on Motion 6-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Vore to approve of the September 12, 2024, meeting minutes. Vote on Motion 6-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

6. Action Items

7. Discussion Items –

a. Zoning Code Kickoff

Chris Shires, Confluence, introduced himself and gave the Commission an overview of the Zoning Code Kickoff session. Shires shared a PowerPoint with the Commission and outlined the goals and process of the Zoning Code rewrite process.

Shires outlined the current zoning districts and discussed the possibility of simplifying the districts. Farver stated he wanted to see more fluidity in parking requirements across districts. Shires and the Commission had additional conversation about parking requirements. Clayton asked about including a sunset date for PUDs that are not immediately developed. Shires encouraged putting requirements in zoning districts to discourage the use of PUDs. Shires stated PUD could be used to require architectural standards for residential subdivisions.

Shires recommended stair stepping uses for zoning districts, especially residential districts. Shires stated this would include rewriting lot widths. Clayton disagreed with reducing lot width requirements in R-1 districts. Clayton was concerned with houses being built right on top of each other if lot width requirements are reduced. Commission continued this discussion on lot width requirement, square footage requirements and separation of residential development. Commission discussed the need for different types of housing and discussed separation of residential development types. Pezley asked the Commission if they would be interested in eliminating square footage requirements and instead enforcing density requirements. This may lead to mixing of lot sizes and houses sizes. The Commission has discussion about this suggestion and was ultimately split.

Shires stated the basement ordinance should be altered to not reference storm shelter as basements are not considered storm shelter. Shires stated if that is the intent would the Commission be interested in creating a separate portion talking about storm shelters. Clayton expressed his displeasure with the storm shelter that had been presented to the Commission. Clayton was in favor of requiring basements instead of storm shelters. Mains stated it is not just about storm shelter but also allowing for additional storage area for residents. Keeran and Murray stated there needs to be something requiring storm shelter for multi-residential buildings. There was conversation about requiring basements for townhome and multi-family developments. Shires acknowledged requiring basements for townhomes would eliminate the majority of townhome designs.

Shires brought up concern with the current restrictions for drive-thrus. The Commission discussed the topic and ultimately indicated they were okay with allowing them with some restrictions to protect residential neighborhoods that abut commercial districts.

Commission discussed architectural design standards and if any of the current code should be amended. Shires stated the trick is keeping it strict enough to create a look the Commission and Council is happy with without being so strict it will negatively impact local mom-and-pop shops. Commission moved on to discuss sheds, accessory structures and required setbacks.

Commission discusses fence regulations and allowing 6-foot tall fences in the street side yard. The Commission agreed they were okay with allowing 6' tall fences in the street side yard with some sort of setback requirement. Shires stated he would look

more into this and bring something back.

Shires started talking about accessory dwelling units and defined the different types of ADUs and different requirements that often come with ADUs. Murray stated the City is not ready to start allowing these until the City has a rental inspection program. Commission and staff agreed it would be a good idea to have a section drafted and then saved until the City was ready to move forward. Commission discussed ADUs and expressed concern about ensuring parking requirements were met.

Shires had a brief statement regarding in-home daycares and home occupations. Commission had brief comments, Shires stated he would draft something and bring it back.

Shires stated they have a pretty standard ordinance for renewable energy sources. Shires and the Commission discussed different requirements and allowing residential-style renewable energy systems and larger commercial-grade renewable energy systems. Shires asked the Commission if there were other subjects anyone wanted to discuss. Clayton asked about utility easements through front yards, Shires stated he could draft something. Commission discussed issues with utility companies failing to replace sod after performing work, Shires stated this is hard to write in and enforce.

Shires provided the Commission with a brief overview of how the sign code will be overhauled. Shires asked if the Commission wanted to keep prohibiting pole signs, Keeran asked about pole signs along the interstate. Shires stated an easy solution is allowing monument signs to be taller, Commission agreed this was a good solution. Shires talked about additional sign regulations.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – Absent.

Clayton – None.

Mains – none.

Pitt – none.

Torres – None.

Vore – None.

Commission Chair – None.

b. Community Development Director – It is National Planning Month, thanked Commission members for serving and their role in community planning.

- c. City Planner – none.
- d. City Administrator – Absent
- e. City County Liaison – None.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Vore to adjourn the meeting. Vote on Motion 6-0-0. Motion carried. Meeting adjourned at 8:10.