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

Meeting
Minutes

**DATE:** September 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:** Isaac Pezley, Maggie Murray

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

   Motion by Commission Member Mains, seconded by Commission Member Vore to approve of the September 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 Clayton to approve of the August 8, 2024, meeting minutes. Vote on Motion 7-0-0. Motion carried.

5. **Guests requesting to address the Planning and Zoning Commission**
   a. Girl Scout Troop 1252 thanked the Commission for their work for the City and made girl scout cookies available for the public.

6. **Action Items**

   a. Public Hearing – Consideration of Text Amendment creating the Business Park Zoning District.

   Public Hearing opened at 6:04.

   Pezley stated this text amendment would create a district that is between the M-1 Light Industrial and C-2 Regional Commercial. Staff feels there are uses in town there are currently only allowed in the industrial districts but would be compatible next to residential districts. Pezley stated staff was going to review this district during the Zoning Code Rewrite process but because of the next two items on the agenda, staff felt it was appropriate to bring this text amendment forward early. Staff stated this next zoning district was written by Confluence, who is the consultant hired to rewrite the Zoning Code. Pezley stated this district would not allow for any outdoor storage.

The Commission and staff discussed the rear yard and side yard setback requirements. Pezley stated the setback regulations are more consistent with M-1 Light Industrial, which would be further away from property lines as compared to commercial districts. Mains asked about lowering the maximum height requirement. Staff indicated they would be in favor of lowering the maximum height requirement. Commission had additional conversations regarding the maximum height. The Commission settled on lowering the maximum height to 45', which would allow 319 Washington to be potentially rezoned to the Business Park District and meet bulk regulation requirements. Commission also agreed to setting the maximum at 45' and eliminating the provision allowing for a taller building if greater setbacks are provided.

Hunter Burkle, owner of 319 Washington, addressed the Commission regarding his request to rezone his property as well as to show his support for recommending approval of the proposed text amendment.

Brostrom stated she has concerns about allowing self-storage units as an allowable use and questioned whether this should be moved to a conditional use. Commission had a conversation about self-storage units as well as warehousing use. The Commission has concerns about making sure these types of uses remain compatible with residential uses.

Brostrom asked staff if there are other portions of town that staff believes would be rezoned to Business Park. Staff stated there are no current areas where a property owner may be looking to rezone however, there are multiple industrial areas that have uses that would be compatible with a Business Park District.

The Commission had additional conversations about the allowance of a warehousing use in this district. Pezley suggested maxing the total allowable warehousing at 40,000 square feet.

Keeran asked about if gravel would be allowed. Staff stated there is nothing stating it is not allowed but this district would not allow for outdoor storage and all drive and parking areas are required to be paved. Brostrom asked if outdoor seating for restaurants would be allowed. Staff stated they are unsure.

Pezley reviewed the proposed changes to the text amendment.

Commission agreed with the proposed amendments to the text amendment. Commission also stated if there are additional changes needed that can be done during the zoning code rewrite process.

Public Hearing closed at 6:47

b. Resolution PZ-240912-25 – considering recommended approval of Text Amendment creating the Business Park District.

Motion by Commission Member Mains, seconded by Commission Member Brostrom to recommend approval of Resolution PZ -240912-25.

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.

c. Public Hearing – Considering request to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial.

Public Hearing opened at 6:48.

Mains asked if any additional landscaping should be required. Staff read the current landscaping requirements and the Commission agreed the site is currently meeting those requirements.

Public Hearing closed at 6:49.

d. Resolution PZ-240912-26 – Considering request to amend the Future Land Use Map for 319 Washington Avenue SE from Regional Commercial to Business Park/Light Industrial.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of Resolution PZ -240912-26.

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:. Vote on Motion 7-0-0. Motion carried.

e. Public Hearing – Considering request to rezone 319 Washington Avenue SE from C-2 Regional Commercial to BP Business Park.

Public Hearing opened at 6:54.

No comments from the public.

Public Hearing closed at 6:55.

f. Resolution PZ-240912-27 – Considering request to rezone 319 Washington

Avenue SE from C-2 Regional Commercial to BP Business Park.

Motion by Commission Member Mains, seconded by Commission Member Vore to recommend approval of Resolution PZ -240912-27.

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:. Vote on Motion 7-0-0. Motion carried.

g. Public Hearing – Considering request to amend the Future Land Use map for Lots 1 & 2 of the Civic Campus North Preliminary Plat area from Public/Sei-Public to Regional Commercial.

   Public Hearing opened at 6:58.

   Pezley stated the Civic Campus Master Plan a portion of the area being developed as commercial by private property owners. The City is requesting to amend the Future Land Use Map and rezone theses areas in anticipation of this area being developed. Staff stated the City identified how much land they need and will be selling the remaining land that fronts Hubbell Avenue. Brostrom asked why the rezoning request is happening now. Murray stated staff wanted to take the rezoning request through at the same time as the preliminary plat.

   Public Hearing closed at 7:01.

h. Resolution PZ-240912-28 – Considering request to amend the Future Land Use map for Lots 1 & 2 of the Civic Campus North Preliminary Plat area from Public/Semi-Public to Regional Commercial.

   Motion by Commission Member Brostrom, seconded by Commission Member Mains to recommend approval of Resolution PZ -240912-28.

   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:. Vote on Motion 7-0-0. Motion carried.

i. Public Hearing – Considering request to rezone Lots 1 & 2 of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District.

   Public Hearing opened at 7:03.

   Pezley stated this entire area is currently zoned as M-1 Light Industrial and staying consistent with the Civic Campus Master Plan the City is requesting to rezone the area to C-2 General Commercial. Keeran asked if it would make more sense to rezone this area to the Business Park District. Murray stated staff feels this area makes more sense as a straight C-2 General Commercial District with its access to Hubbell Avenue.

Brostrom asked about the outlots on the north side of Pleasant Street. Greg Roth, Veenstra & Kimm, stated these two outlots will be platted when the rights-of-way for Hubbell Avenue and Pleasant Street are better defined and platted. Roth stated the City will have to vacate additional right-of-way before a plat can be completed.

Public Hearing closed at 7:06.

j. Resolution PZ-240912-29 – Considering request to rezone Lots 1 & 2 of the Civic Campus North Preliminary Plat area from the Medium Industrial (M-2) District to the General Commercial (C-2) District.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of Resolution PZ -240912-29.

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:. Vote on Motion 7-0-0. Motion carried.

k. Resolution PZ-240912-30 – Considering submitted Civic Campus North Preliminary Plat.

Pezley stated this is the actual creation of the Civic Campus North Preliminary Plat. The City is retaining ownership of the southerly lots and the northerly lots will eventually be sold for private development. Staff stated there are multiple options shown for how the City will develop their lots including a new City Hall, law enforcement center and urban forest. Keeran asked where the new fire station would be located in relation to this preliminary plat. Staff showed where the new emergency services building and public works building would be located.

Motion by Commission Member Vore, seconded by Commission Member Clayton to recommend approval of Resolution PZ -240912-30.

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:. Vote on Motion 7-0-0. Motion carried.

**7. Discussion Items –**

**8. Reports / Comments and appropriate action thereon**

a. Commission Members

Brostrom – Echoes Ethan's comments.

Clayton – None.

Mains – Mains asked about the intersection timing of lights on Hubbell Avenue. Mains stated the timing seems to be random and does not seem to make sense. Staff stated they would reach out to public works.

Pitt – No comments, thanked staff for their work and "keeping our **** together"

Torres – Asked about code enforcement in regards to 2465 Robinson Avenue, stated they are tracking dirt out onto the streets. Staff stated they would look into it.

Vore – Asked why the sidewalk next to the library was not expanded. Staff stated it will be expanded once Grant Street is urbanized. Vore asked why the speed was changed on 64th Street/Franklin Street and why it cannot be changed on 2nd Street. Staff stated they were not aware of that being changed and would have to talk to public works. Staff stated 2nd Street is different as they have to work with Polk County to gradually reduce the speed.

Commission Chair – has an idea for public art, painting of mailboxes.

b. Community Development Director – Provided an update on the 2nd Street NW sidewalk projects. Also provided an update that the Sankey Summit area rezoning request was approved by Council and the Urban Chicken Code is currently being considered at Council.

c. City Planner – none.

d. City Administrator – Stated the City has received grant funding for the CVT, public art planning and the City was named a All-Star Community for our Rec-N-Roll trailer.

e. City County Liaison – absent.

**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 7:30.