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

Meeting
Minutes

DATE: August 8, 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, Jason Vore
   Members Absent: Kristin Brostrom, Jesse Torres

   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 August 8, 2024, meeting agenda. Vote on Motion 5-0-0. Motion carried.

4. **Approval of Minutes**

   Motion by Commission Member Mains, seconded by Commission Member Vore to approve of the July 11, 2024, meeting minutes. Vote on Motion 5-0-0. Motion carried.

5. **Guests requesting to address the Planning and Zoning Commission**
   a. Charlie Ludwig – 722 Elizabeth Lane NW

      Ludwig asked the Commission for clarification on why there are not sidewalks extending from Landon Drive to and across 2nd Street NW. Ludwig stated she moved into her current address in 2020 and was told at that time the developer had abandoned the sidewalk extension. Ludwig stated she reached out to City staff at the beginning of July and had not received a response. Ludwig is asking for these extensions to be put in as there are many individuals crossing 2nd Street NW at Landon Drive. Ludwig stated she would also like to see the speed reduced, but her main reason for attending tonight is to address the sidewalks.

Oliver stated the City is currently taking the 2nd Street NW urbanization project to bid. This project would connect the trail (near Fireside Drive NW) to the existing sidewalk along Landon Drive NW. Oliver stated installing a sidewalk connection across 2nd Street NW from Landon Drive would require extension of the existing culvert. This would ultimately be removed and reinstalled during the 2nd Street NW urbanization project. Mains asked why the City would not just install sidewalk to cross 2nd Street at Landon Drive. Oliver reiterated the extension of crosswalks right now would result in them being torn out during the urbanization project. Mains asked why the developer of Quail Run Plat 1 is not being held responsible for installing the cross walks, Oliver stated she was not sure and would need to report back. Mains asked when the urbanization of 2nd Street NW would take place, Oliver stated likely in 2027. The Commission expressed their discontent as they have been raising this issue over the last two years.

The Commission asked for clarification on the timeline, Oliver stated the sidewalk from Landon Drive west to the trail would be installed next construction season.

Pitt asked if there is a temporary solution. Oliver stated installing a crosswalk at Landon Drive would be the temporary solution, but reiterated during the urbanization project that cross walk would be removed and reinstalled. Ludwig expressed concerns about crossing 2nd Street in this area. Oliver stated she agrees there should be a speed study done in this area.

Oliver stated when 2nd Street NW is urbanized there will be sidewalks all along 2nd Street NW and the current ditches will be removed. Clayton stated we have a current fully developed subdivision and there needs to be sidewalks servicing this subdivision. Clayton stated the developer likely built the sidewalk to the right-of-way of 2nd Street and the extension to cross 2nd Street is likely the responsibility of the City. Oliver stated staff will go back and look at what needs to happen to potentially speed up this project.

6. Action Items

a. Resolution PZ-240808-22 – Considering recommended approval of Plat of Survey to create acquisition Plat ‘2024-101’ and Parcels ‘2024-102’ and ‘2024-103’.

Bart Turk, with Civil Engineer Consultants, addressed the Commission. Turk stated this plat of survey is dividing the old parcel into two new parcels for development. Turk stated the applicant Tom Gustafson plans to develop the easterly parcel with the intention of developing the westerly parcel in the future.

Pezley stated staff has no additional comments, this Plat of Survey is required to consider the next action item. Pezley stated technically this Plat of Survey is creating three parcels, one of which squares off 2nd Street NE right-of-way.

Motion by Commission Member Mains, seconded by Commission Member Clayton to recommend approval of Resolution PZ -240808-22.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Mains, Commission Member Pitt, Commission Member Vore Nays:. Abstentions: none. Absent: Commission Member Brostrom, Commission Member Torres. Vote on Motion 5-0-0. Motion carried.

b. Resolution PZ-240808-23 – Considering recommended approval of the site plan Parcel 2024-102.

Bart Turk, Civil Engineer Consultants, addressed the Commission. Turk stated the applicant is constructing storage units in two separate phases. The first phase is eight storage buildings as shown on the site plan. Each storage space would be rented out to individuals. Stormwater would be located in the northern portion of the site. At this time, the property will not be gated or fenced but that may change in the future. Phase 2 of this site will take place next year at some point. Utilities will be brought to the site with the realignment of 2nd Street NE.

Pezley stated the only staff comment is the requirement of the Plat of Survey approval.

Keeran asked staff if they met the tree requirement, stating it does not appear to have very many trees. Pezley stated they are meeting the 1 tree per every 50 square feet of street frontage requirement.

Motion by Commission Member Mains, seconded by Commission Member Clayton to recommend approval of Resolution PZ -240808-23.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Mains, Commission Member Pitt, Commission Member Vore Nays:. Abstentions: none. Absent: Commission Member Brostrom, Commission Member Torres. Vote on Motion 5-0-0. Motion carried.

c. Resolution PZ-240808-24 – Considering recommended approval of the site plan for Featherstone Apartments.

Caleb Smith, Hubbell Realty, addressed the Commission. Smith stated this site plan is for the area located in the far northeast portion of the Featherstone development. Smith stated this development will be a mix of multi-family residential and townhome development.

Clayton asked if all units are on grade, Smith stated that is correct. Clayton stated it is his understanding the site plan does not show the correct street alignment. Pezley stated that is correct, the street alignment of 16th Street Ne/NE 86th Street does not conform with the street alignment that staff shows. Pezley stated for that reason, staff recommends tabling the issue until that is addressed and corrected.

Smith stated that staff has changed the alignment of the road without the approval of Hubbell Realty. Smith stated this street alignment is much safer, as using the street alignment that staff recommends would require tenants of the southern residential units to cross a street to utilize the pool and clubhouse. The street alignment shown by this site plan conforms with the street alignment shown on the Featherstone Preliminary Plat and Featherstone Planned Unit Development. Smith stated a change in the road alignment would be a major modification of the Planned Unit Development and require approval by the Planning and Zoning Commission and City Council. This modification has not been approved by either. Smith stated City Ordinance requires them to conform with the approved PUD and staff is stating they need to conform to a concept drawing.

Oliver stated the safety issue is not the same as what was just addressed. This road would be fully urbanized and provide pedestrian access from day one. The updated street alignment is also shown in the City's Street Master Plan which was reviewed and approved by both the Commission and Council.

Smith stated they would not support tabling this site plan and requested the Commission either recommend approval or denial of the site plan so that they can move forward with this project. Mains asked for clarification that Hubbell's stance is they would like a motion to approve or deny the site plan and not to table it. Smith answered that is correct, Hubbell is in the process of securing funding for this project and they need to know if this site plan is a viable project or not.

Clayton stated that Council can ultimately rule with or against what the Commission recommends. Smith stated that he understands that.

Clayton stated when the preliminary plat was submitted for approval the Commission knew the intersection of NE 86th Street was going to be reconfigured. Smith stated he was not with Hubbell when the preliminary plat was originally submitted but the alignment submitted today is consistent with the alignment shown on the approved PUD. Smith stated Hubbell knew something was going to happen to the intersection but did not anticipate it was going to shift south several hundred feet.

Oliver stated the alignment has been known to Hubbell before Caleb came on board, Smith disagreed with this statement. Oliver stated the City has correspondence with Hubbell regarding the road alignment dating back before Smith. Smith stated a study needs to be completed to look into realigning the road on the south side of Hubbell. Smith stated the City is looking to realign on the north side to avoid a specific property owner on the south side.

Oliver stated the City has engaged with Veenstra & Kim to preform a traffic study in this area and design the alignment of the road. The Commission reviewed the proposed realignment of the road.

Pezley stated Murray is emailing the road re-alignment to him to show the Commission. Pezley stated from a site plan review perspective this particular parcel does not exist yet. If the Commission were to recommend approval, that approval would need to be conditioned that a final plat for the area be submitted and approved. Pezley stated the applicant is aware of this and is planning on submitting a final plat. Smith added there is additional public infrastructure they need to install along the western portion of the subdivision. They are waiting for Northern Natural Gas to complete their work before completing this work.

Clayton asked about the plans for the existing detention basin, Smith stated they have plans to drain that basin and then install a pipe to allow for water to flow to the ponds to the south.

Pezley showed the road design as submitted to the City by Veenstra & Kimm. Oliver stated this design is a safer intersection than what currently exists with the diagonal highway. Smith again stated not enough consideration has been given to realign the intersection on the east (south) side of Hubbell. Smith stated the traffic study supports this.

Pitt asked staff, if the Commission recommends approval of the submitted site plan what is the implications on the V&K road realignment? Oliver stated her, and staff's, suggestion is to table the site plan and to have Bob Veenstra, with Veenstra & Kimm, attend the next meeting to discuss the safety implications of the current versus proposed road alignment.

Smith stated Hubbell Realty would like a recommendation to approve or deny the site plan. Per City Code the Commission has 45 days to take action on a request to the Commission. Oliver stated tabling is an action, Smith disagreed stating it is not an action. Keeran stated it is an action.

Clayton stated this request is putting the Commission in an odd spot and recommends denial of the site plan and Hubbell can make their case at the City Council.

Motion by Commission Member Clayton, seconded by Commission Member Mains to recommend denial of Resolution PZ -240808-24.

Mains asked for clarification on the motion. Pezley stated the motion is to deny the site plan.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Vore Nays: Commission Member Mains, Commission Member Pitt. Abstentions: none. Absent: Commission Member Brostrom, Commission Member Torres. Vote on Motion 3-2-0. Motion carried.

d. Resolution PZ-240808-25 – Considering recommended approval of the Urban Renewal Plan Amendment (2024 Amendment).

Oliver stated this identifies some of the City projects located in the Urban

Renewal areas. There are some areas that are being removed and then added back in. This is because there are partial parcels that needed to be removed and the entire parcel be added back to the Urban Renewal Area.

Motion by Commission Member Mains, seconded by Commission Member Pitt to recommend approval of Resolution PZ -240808-25.

Roll Call – Ayes: Commission Member Clayton, Commission Member Keeran, Commission Member Mains, Commission Member Pitt, Commission Member Vore Nays:. Abstentions: none. Absent: Commission Member Brostrom, Commission Member Torres. Vote on Motion 5-0-0. Motion carried.

7. Discussion Items –

a. Bondurant-Farrar Community School District Future Schools Discussion

Rich Powers, Bondurant-Farrar Community School District, addressed the Commission. Powers stated he wanted to speak with the Commission regarding the School District's future plans. Powers outlined the site plan presented to the Commission. Powers stated a part of the School District's plans is swap ground with a developer in order to construct baseball and softball fields, tennis courts and additional parking located north of the existing high school. The developer in turn would be given ground south of the proposed pre-k/elementary school. The ground in question is currently zoned Transitional Commercial (C-1), Regional Commercial (C-2) and High Density Residential (R-3). The prospective developed would look to develop this ground with townhomes, multi-family residential buildings and commercial. Powers wanted to address the Commission to see if this was acceptable. The Commission and Powers had extensive conversations regarding this question, ultimately stating they are open to any proposed development that meets the bulk regulations for the district it is located in.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – absent.

Clayton – proposed making the foxes the community mascot and also asked City staff if there was someone to contact about moving the foxes' den before construction on the Grain District commenced.

Mains – none.

Pitt – none.

Torres – absent.

Vore – none.

Commission Chair – none.

b. Community Development Director – none.

c. City Planner – none.

d. City Administrator – highlighted the City's two new certified sites, Bravo grants for the Dining Room and Garden at Lake Petocka. The City also received grants for the splash pad at City Park, the arboretum trail, and stated the basketball court at City Park would be poured the next day. Oliver also reminded the Commission to complete their Special Census forms if they have not done so already.

e. City County Liaison – thanked the commission for their review, comments, questions and vote on the action items.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Vore to adjourn the meeting. Vote on Motion 5-0-0. Motion carried. Meeting adjourned.