

City of Bondurant

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



Meeting Minutes

DATE: June 13, 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, Jesse Torres, Jason Vore

Members Absent: Ethan Pitt

City Official & Staff Present: Isaac Pezley, Maggie Murray

3. Perfecting and Approval of the Amended Agenda

Motion by Commission Member Mains, seconded by Commission Member Torres to approve of the June 13, 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 May 9, 2024, meeting minutes. Vote on Motion 6-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

6. Action Items

- a. Public Hearing – Considering proposed amendment to Section 177.09. of the Zoning Code regarding bike racks.

Public hearing opened at 6:02.

Pezley stated the proposed text amendment would add an additional subsection of Section 177.09 of the Zoning Code which currently addresses off-street parking requirements. Pezley read the proposed text amendment

for the Commission. Pezley stated staff researched zoning codes of Des Moines metropolitan communities and if communities required bike parking spaces generally they required a certain amount of bike parking spaces per vehicles parking spots.

Vore asked about requiring bike racks (or parking) be placed in a specific area, Mains echoed this concern. Mains asked if a multi-family development were to be built where would the bike racks be placed and should the Commission require a location requirement. Murray stated staff wanted to keep it as simple as possible. Torres asked if during the site plan process could the Commission require the bicycle rack/parking spaces be placed in a specific area. Pezley stated in staff's research they did not encounter any placement requirement.

Mains stated bicycle racks are not that large but does not want developers to place them at the end of a development and not be convenient for bicycle users. Clayton stated it may be easier to require one parking space to be reserved for bicycle parking. Clayton was concerned about bicycle parking too close to front doors at some retail stores. The Commission had additional conversations about placement of bicycle racks.

Murray added the City will be going through a Zoning Code rewrite at which time staff or the consultant could provide further guidance on whether or not bicycle parking requirements should be amended.

Public hearing closed at 6:11.

- b. Resolution PZ-240613-18 – Considering recommended approval of text amendment to Section 177.09. of the Zoning Code regarding bike racks.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of Resolution PZ -240613-18 with consideration of placement of bicycle parking be within an adequate location of the front door.

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: Commission Member Pitt Vote on Motion 6-0-0. Motion carried.

- c. Resolution PZ-240613-19 – Considering recommended approval of a waiver of review of the Plat of Survey creating Parcel 2024-88, a plat of survey in unincorporated Polk County within two miles of Bondurant's city limits.

Pezley provided the Commission an overview of the proposed Plat of Survey. Pezley stated staff was informed the applicant is wanting to redraw the boundary line in order to construct a new accessory building. Pezley stated staff has no objections.

Motion by Commission Member Mains, seconded by Commission Member Clayton to recommend approval of Resolution PZ -240613-19.

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: Commission Member Pitt Vote on Motion 6-0-0. Motion carried.

7. Discussion Items –

a. Downtown Development

Matt Schafer addressed the Commission. Schafer stated he is representing the ownership group that has three parcels in downtown Bondurant between Iowa Floor Coverings and the building Bondurant-Farrar Community School District owns. Schafer stated the development group would like to discuss what the Commission would like to see on these parcels, as well as their feelings on parking stalls. Schafer stated the concept their group is currently looking at is commercial on the first floor with three or four residential units on the second floor. Parking for the residential units would be available behind the structure and be accessible from the alleyway.

Torres asked what type of residential units they are looking at. Schafer stated the units would be one- or two-bedroom and one-bath units. Schafer stated there is not a lot of room on site and the number of units would likely be determined by how many parking spaces the Commission would like to see for each residential unit. Mains stated he would like to see 1-2 parking spaces per units, but at least one. Schafer stated there is enough room for two parking spaces per unit but they would be required to park back-to-back. The Commission had additional conversations regarding parking on-site. The Commission also discussed where a bicycle rack would be located. Clayton stated any resident that has a bicycle would likely store it in their unit so placing the rack out front would make more sense.

Torres asked if for new projects does the City require undergrounding of existing utilities. Murray stated in this area undergrounding utilities would require undergrounding of all utilities in the downtown area. This project would cost a significant amount of money and would not be required for this project.

b. Drive-through Text Amendment

Pezley stated staff is looking at amending the drive-through code. Pezley stated the City has excessive drive-through requirements when compared to other Des Moines metro communities. Pezley stated staff wanted to have a conversation with the Commission regarding where this code came from, if there is an appetite for amending it and if staff does amend the code are there sections the Commission

would like to see kept.

Mains asked if there are certain sections that potential developers take issue with. Pezley stated generally it is the 300' setback from residential properties. Pezley added when looking at other metro communities, generally codes are in regards to queuing spaces. Torres asked if there is just one issue developers have or multiple issues. Pezley stated the setback requirement is the big one, but he is not sure if there are other issues they have but staff never gets that far in conversations.

Murray stated staff would like further guidance on if they are open to amending it because the way the code is written now, it effectively does not allow drive-throughs to be placed in commercial districts. Torres asked how long this code has been on the books, staff stated they believe since 2012.

Clayton stated the big driver for this topic was in regards to the volume of drive-through pedestals located in close proximity to residential developments. Clayton stated that any code amendment would need to take that into consideration.

Murray stated there are multiple commercial districts that are located next to residential districts and the current code is preventing businesses from having any type of drive-throughs. Pezley added another issue is the quiet hours which go up until 7 a.m. This requirement keeps a lot of restaurants that serve breakfast or coffee businesses from locating in Bondurant as they would like to begin operation prior to 7 a.m.

Mains stated he is in favor of overhauling the entire drive-through section but wants to be cognizant of residential concerns. Keeran stated the Commission is open to looking at amending the code. The Commission had additional conversations about the speaker box and volume coming from it.

c. Zoning, subdivision, Sign Code Update RFP

Murray stated Council, on Monday night, will consider approval of the RFP and staff will then post the RFP. Murray stated staff is looking for one or two members of the Commission to sit on the review committee to select a consultant.

Keeran stated she is willing to unless someone else wants to represent the Commission. Clayton stated he also would be willing if no one else would like to. Mains stated he will be a representative, and let Clayton and Keeran decide who will be the Commission's second member.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – none.

Clayton – asked if staff is receiving complaints about electric scooters. Clayton expressed concern about the speed of these electric scooters and wondered if they need more safety measures like golf carts have. Murray stated she is not aware of any complaints and asked if other communities had received complaints. Brostrom stated she does not believe Urbandale took any action to address electric scooters. Torres stated Des Moines Code enforcement has not received any complaints but they may be going to the police department.

Mains – none.

Pitt – absent.

Torres – asked staff if there is a timeline for the Parkside trail connection. Murray stated the City is awarding the contract and work will begin by at least the end of this year.

Vore – none.

Commission Chair – Keeran stated the property owners of 902 2nd Street NE have run electricity to one of the pods sitting on the property. Keeran asked staff to take a look into it. Keeran asked about the installation of sidewalks along 2nd Street on the western part of town. Murray stated staff is working with the developer.

- b. Community Development Director – Murray and Pezley updated the Commission on the Featherstone Townhomes plat.
- c. City Planner –
- d. City Administrator – absent.
- e. City County Liaison – Chad Driscoll, attending on behalf of Matt Sillanpaa, updated the Commission on the Council's discussion regarding the Featherstone Townhomes PUD amendment request.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Torres to adjourn the meeting. Vote on Motion 6-0-0. Motion carried. Meeting adjourned.