

City of Bondurant

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



Meeting Minutes

DATE: May 9, 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 Amended Agenda

Motion by Commission Member Torres, seconded by Commission Member Pitt to approve of the May 9, 2024, meeting agenda. Vote on Motion 7-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Vore, seconded by Commission Member Torres to approve of the April 11, 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-240509-15 – Considering recommended approval of the 'Rural Survey' Plat of Survey, a Plat of Survey creating Parcel 2024-89 and Parcel 2024-90 located in unincorporated Polk County within two miles of Bondurant's city limits.

Pezley provided the Commission with an overview of the proposed Plat of Survey. Pezley stated staff has no comments and recommends approval of the Plat of Survey.

Motion by Commission Member Clayton, seconded by Commission Member Pitt to recommend approval of Resolution PZ -240509-15.

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

- b. Resolution PZ-240509-14 – Considering recommended approval of the site plan for 2416 Robinson Avenue.

Pezley provided an overview of the site plan to the Commission. Pezley stated there are outstanding issues regarding the landscaping that will be addressed by staff. Pezley stated the site plan in the packet is outdated, the area showing outdoor storage has been updated to be completely paved. Pezley stated staff has received no comments from City Engineer Bob Veenstra.

Keeran asked about the lack of stormwater shown on the site plan. Pezley stated Veenstra stated he believes no stormwater will be required due to natural runoff to a regional detention. However, staff has not received any written comments regarding the submitted site plan from Veenstra or Veenstra & Kimm.

Commission asked about screening requirements for the outdoor storage area. Pezley stated this will be required and addressed in the updated landscaping plan.

Clayton asked if the landscaping will affect the bike trail, Pezley stated that will be addressed with the updated landscaping plan. Torres asked if staff requires the proposed use of the property. Staff stated applicants are required to state the zoning district as well as the use to determine required parking stall counts.

Motion by Commission Member Torres, seconded by Commission Member Brostrom to recommend approval of Resolution PZ -240509-14.

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

- c. Resolution PZ-240509-13 – Considering recommended approval of Firework Sales Permit for Wild Willy's Fireworks.

Pezley stated there is representation for the applicant online. The applicant stated the sales will be from June 20th to July 4th. The applicant has permission from Casey's to operate. The State of Iowa has not approved this site yet, but once the state does the Fire Marshall will received

notification. Pezley stated this resolution will be pending state approval.

Mains asked if there is restoration efforts for the property. Steven stated they are required to leave the property in the same condition or better. Murray added there will be no parking on grass or on Brick Street as this is a no on-street parking area. All customer parking must take place at the Casey's site.

Pitt asked if there are any hours of operation requirements. Pezley stated there are no requirements in city code, but not sure about state code. Steven stated they will be opened until 10 p.m. and they will use lights inside the tent structure.

Motion by Commission Member Pitt, seconded by Commission Member Torres to recommend approval of Resolution PZ -240509-13.

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

- d. Resolution PZ-240509-16 – Considering recommended approval of the Bondurant Emergency Services Site Plan.

Kaitlin Wilkerson with Shive-Hattery addressed the Commission. Wilkerson gave the Commission an overview of the site plan. Clayton asked how deep the pond will be, Wilkerson stated 8' which will allow the Fire Department to complete water exercises.

Murray stated the ground is slated to break in August and should be open fall of 2025. Pezley stated Bob Veenstra, John Horton and Troy Harmison have been working closely with Shive-Hattery to ensure compliance with all codes. Harmison has questioned if the City really wants to build something this nice for the people planning on occupying it.

Motion by Commission Member Vore, seconded by Commission Member Brostrom to recommend approval of Resolution PZ -240509-16.

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

- e. Resolution PZ-240509-17 – Considering recommended approval of the 1st Street SW Plat of Survey

Murray stated this ended up being an acquisition plat which does not require Commission review but staff wanted the Commission to review anyways. The plat shows land the City will acquire land to add additional

downtown parking as well as further connection to the Chichaqua Valley Trail.

Motion by Commission Member Pitt, seconded by Commission Member Torres to recommend approval of Resolution PZ -240509-17.

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

- f. Public Hearing – Considering the request for modification of Featherstone “Outlot W” Planned Unit Development Area.

Public Hearing opened at 6:25.

Pezley stated there is representation for the applicant. Pezley stated the original Featherstone Townhomes Final Plat stated all units would include basements unless a special waiver is granted by the City Council. The applicant is proposing to place 64 of the 74 residential units slab-on-grade. This proposed change was deemed to be substantial enough to require review and approval from the Commission and City Council.

Dean Roghair with Civil Design Advantage and Susanne Roesch with Hubbell Homes addressed the Commission. Roghair provided the Commission with a brief history of this development as well as the market changes that have led to the current proposal. Roghair stated Hubbell Homes is requesting that ability to construct up to 64 of the 74 residential units as slab-on-grade units. Roghair stated any slab-on-grade unit constructed would include a storm shelter located in the garage. Documents detailing the proposed storm shelters were included in the Commission’s packets.

Clayton stated originally Hubbell Homes proposed slab-on-grade homes and the Commission and Council required the inclusion of basements. If there were special circumstances that necessitated slab-on-grade instead of a unit with a basement a special waiver would be required from City Council.

Roghair stated he believed this process was Hubbell asking for a special waiver. Staff stated the special waiver was meant for special circumstances, the request to place 64 of the 74 residential units was substantial enough staff felt a change to the approved PUD was necessary.

Keeran asked if slab-on-grade units would be priced lower, Roesch stated these units would be less expensive to be competitive in this market.

Roesch stated Hubbell Homes’s understanding of the inclusion of basements was for safety. Roesch provided an overview of the proposed storm shelters that will be included in all slab-on-grade residential units.

Roesch stated these storm shelters are considered safer than basements by FEMA. Clayton stated safety is important, but the inclusion of basements also allows for additional storage areas. If there are no basements, then personal storage tends to be placed in the garage which leads to vehicles being parked in the driveway and on the street. Roesch stated the garages in the slab-on-grade units will be deeper allowing for additional garage space, the driveways for the units will be the same as the previously approved PUD.

Brostrom asked if any of the units in this development have been constructed. Roesch stated two duplexes, four units, have been constructed or in the process of being constructed. Brostrom asked why Hubbell Homes is not asking for all of the remaining units to be constructed as slab-on-grade. Roesch stated Hubbell Homes wants to provide different options for those who would like to have a unit with a basement.

Clayton stated the square footage of these units are being reduced as well. Roesch gave further explanation on the total square footage of each unit.

Pitt asked how many people can fit into the storm shelter, Roesch stated five people can fit into one. Roesch provided additional information on the storm shelter. Pitt expressed concern about going into a storm shelter with small children. Torres asked if Hubbell Homes has any installed locally, Roesch stated no but they are installed in homes in Kansas and Oklahoma.

Commission members and Roesch had additional conversations regarding the price of these units.

Murray stated the Featherstone Townhomes PUD was approved with 25' long driveways. After the Final plat was approved the Commission and City Council approved a text amendment requiring driveways be 30' in length. If the slab-on-grades were approved, would Hubbell Homes consider lengthening the driveways by an additional 5'. Roghair asked for clarification on which driveways would be extended. Murray stated staff would like all driveways to be 30' instead of 25'. Roghair stated they would need to look at that before giving an answer.

Matt Sillanpaa, City Council liaison, stated approving this request every unit could be built as slab-on-grade which would set a precedent for the next developer. Sillanpaa stated the City has a certain design standard that includes basements. Sillanpaa stated the Commission and City Council are trying to ensure that twenty years from now the City is still proud of the product being built. Sillanpaa asked if these units will be rentals or owner-occupied. Roesch stated Hubbell Homes will be selling these units and not renting them. Roesch reiterated that Hubbell Homes wants to build a quality product, but they also need to be competitive with other homebuilders in the Bondurant area.

Brostrom stated this is a tough question from a Commission perspective as

the Commission is trying to enforce a code requirement that is not necessarily clear as to why it was originally adopted. Brostrom stated she is a fan of the storm shelter which promotes safety. Brostrom stated the deeper garage with the inclusion of the storm shelter appears to meet the intent of the code. The fact that most of the site would be slab-on-grade is concerning but negotiating the number of slab-on-grade units down may be required.

Torres expressed concern with slab-on-grade units being constructed and sold quickly and units being turned into rental units. Torres stated he is an advocate for more affordable housing but believes the slab-on-grade should be decided on a case-by-case basis.

Mains stated his fear is the Commission is ultimately just kicking the can down the road. Mains stated the City set the standard that everyone needs to have basements. If the Commission allows for this development to be slab-on-grade to be competitive then the next developer will come with the same argument. At some point the City needs to draw a line in the sand.

Roghair stated the other issue is all these units are spec homes, meaning they are not being built for specific homebuyers. This makes it difficult to say which homebuyers will want a basement and which will not so Hubbell Homes is making these decisions on what the current market is saying.

Sillanpaa asked if Hubbell Homes was allowed a certain number of units to be slab-on-grade which units would be slab-on-grade and which units would have basements. Roesch stated the four-plexes would be slab-on-grade and the duplexes would have basements. Roesch added that an entire four-plex would need to be slab-on-grade as it would not make sense to have a portion of a four-plex building to have basements and other units be slab-on-grade.

Roghair stated they would prefer to not go to Council with a negative recommendation. Roghair stated the preference would be for some guidance on what would be acceptable and bring it back.

Public Hearing closed at 7:18.

- g. Resolution PZ-240509-12 – Considering recommended approval of the request for modification of Featherstone “Outlot W” Planned Unit Development Area.

Motion by Commission Member Brostrom, seconded by Commission Member Mains to recommend approval of the amended Resolution PZ - 240509-12 to allow 40 units to be slab-on-grade, and all slab-on-grade units must have a FEMA certified storm shelter and additional garage depth of at least 3-feet.

Commission members asked for clarification on the motion. Pitt asked if this sets a precedent for future developers. Brostrom stated this motion leaves

that question up to City Council. Commission members and the applicant had further conversations about the motion versus tabling the motion to receive additional information. Commission members had additional conversation about the motion.

Roll Call – Ayes: Commission Member Keeran, Commission Member Brostrom., Nays: Commission Member Clayton, Commission Member Pitt, Commission Member Torres, Commission Member Mains, Commission Member Vore. Abstentions: none. Absent: Vote on Motion 2-5-0. Motion fails.

7. Discussion Items –

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – thanked other Commission members for their commitment to their role on the Commission.

Clayton – asked about building homes on unsettled versus settled soil. Brostrom stated there are SUDAS requirements however, there needs to be someone reviewing grading reports, inspecting sites and ensuring the proper compaction and testing is taking place. Clayton expressed concern about compaction practices taking place in certain subdivision areas in the community.

Mains – none.

Pitt – none.

Torres – asked about mobile home and manufactured home parks. Murray stated there is a zoning district that allows it but there is no property with that zoning in City limits. Torres asked staff to look at adding code regarding bike racks for new developments. Torres also asked about the Skol Trucking site in the Bondurant Industrial Park. Murray stated staff has reached out to them already.

Vore – asked staff about basement requirement for townhomes going forward. Murray stated this will likely be addressed through the Zoning Code update.

Commission Chair – Keeran asked about the expansion of the parking lot on 2nd Street. Murray stated staff will look more into this as staff has received an additional complaint regarding this property.

b. Community Development Director – none.

c. City Planner – none.

- d. City Administrator – absent.
- e. City County Liaison – Thanked the Commission for the conversation tonight and everything the Commission does.

7. Adjournment

Motion by Commissioner Vore, seconded by Commissioner Pitt to adjourn the meeting. Vote on Motion 7-0-0. Motion carried. Meeting adjourned.