

# City of Bondurant

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



## Meeting Minutes

**DATE:** April 10, 2025

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,

**Members Absent:** Jason Vore

**City Official & Staff Present:** Maggie Murray, Isaac Pezley, Matt Sillanpaa

### 3. Perfecting and Approval of the Agenda

Motion by Commission Member Mains, seconded by Commission Member Pitt to approve of the April 10, 2025, meeting agenda. Vote on Motion 6-0-0. Motion carried.

### 4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve of the March 13, 2025, meeting minutes. Vote on Motion 6-0-0. Motion carried.

### 5. Guests requesting to address the Planning and Zoning Commission

### 6. Action Items

- a. Resolution PZ-250410-11 – Resolution considering site plan for 2514 Robinson Avenue NE.

Wally Pelds, Pelds Design Services, provides the Commission an overview of the proposed site plan. Pelds stated this site plan was previously approved but was not built and the site plan expired. The proposed site plan is almost identical to the previously approved site plan. Pezley stated staff has one outstanding

comment from engineering.

Mains asked if there was a question regarding landscaping. Pezley stated an updated site plan has been submitted since the agenda statement was completed. The landscaping question has been addressed.

Clayton asked if the building will be used for a doggy daycare. Pelds stated he believes that to be correct. Keeran asked if there will be enough parking spaces for that use. Pezley stated the use originally submitted was warehousing which requires one spot per employee, which is shown.

Motion by Commission Member Mains, seconded by Commission Member Pitt to approve Resolution PZ - 250410-11.

Roll Call – Ayes: Member Brostrom, Commission Member Clayton, Commission Member Mains, Commission Member Keeran, Commission Member Pitt, Commission Member Torres, Nays: none Abstentions: none. Absent: Commission Member Vore. Vote on Motion 6-0-0. Motion carried.

- b. Resolution PZ-250410-12 – Resolution considering site plan for 10 Main Street SE.

Alan Knuth, with Knuth construction provided the Commission with an overview of the site plan. Knuth stated the siding materials will look similar to the dentist office. Knuth added an awning will be added over the front door and window.

Clayton asked what the timeline is. Knuth stated assuming the site plan is approved trusses will be ordered as soon as possible. Knuth stated the roof should be on before SummerFest and they are hoping to get the stucco and stone on but that might not be possible.

Pezley stated the awning as shown needs to be moved slightly higher, this is being addressed. Murray state no landscaping is required because there is an existing parking lot. Murray added that off-street parking is not required for C-4 developments.

Sillanpaa asked if there was any requirements for brick. Pezley stated that stone is listed as a primary material in the C-4 architectural design standards.

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve Resolution PZ - 250410-12.

Roll Call – Ayes: Member Brostrom, Commission Member Clayton, Commission Member Mains, Commission Member Keeran, Commission Member Pitt, Commission Member Torres, Nays: none Abstentions: none. Absent: Commission Member Vore. Vote on Motion 6-0-0. Motion carried.

- c. Resolution PZ-250410-13 – Resolution considering Grain District Preliminary Plat.

Joey Whitehouse, ISG, presented the preliminary plat to the Commission. Whitehouse highlighted Lincoln Street upgrades, the arboretum trail connection and the extension of a pedestrian trail south.

Keeran asked if Railroad will be extended to the east. Whitehouse stated Railroad is used as a driveway for a private citizen and there are no current plans to extend it further to the east.

Keeran asked if there will be a four-way stop at Lincoln and Railroad Street. Whitehouse stated they will take a look at that area. A four-way stop has been discussed as well as a raised crossing that would serve as a natural speedbump.

Pezley stated staff has an outstanding comment regarding the detention pond being located on one lot instead of being split by two separate lots. Whitehouse stated that needed to be discussed between ISG and Scott's team. Mains expressed concern about the depth of the ponds. Whitehouse stated he thought they are deep enough that he does not have concerns but would look back to confirm. Brostrom asked for confirmation on whether the detention basins would be wet. Whitehouse stated the northern and southern ponds would be wet and the middle would be dry. Whitehouse stated they are partially for aesthetics. Murray added the southern pond is envisioned to be a public fishery. Mains asked for confirmation that the middle pond will be dry. Whitehouse stated that is correct, it will act as a go between and a overflow as water is directed south and east.

Murray stated ISG is working on the infrastructure and staff anticipates construction of Lincoln Street will begin this summer.

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve Resolution PZ - 250410-13.

Roll Call – Ayes: Member Brostrom, Commission Member Clayton, Commission Member Mains, Commission Member Keeran, Commission Member Pitt, Commission Member Torres, Nays: none Abstentions: none. Absent: Commission Member Vore. Vote on Motion 6-0-0. Motion carried.

## **7. Discussion Items –**

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

- a. Commission Members
  - Brostrom – none.

Clayton – asked staff to look into the removal of silt fencing at completed construction sites.

Mains – none.

Pitt – asked about tax implications of recent actions at the state house. Murray stated there is some local concern but ultimately Marketa would be a better person to speak to about it.

Torres – none

Vore – absent.

Commission Chair – asked about the installation of street lights on Dee Street between the residential neighborhood and the new Dollar Tree. Staff stated they would look into it.

- b. Community Development Director – none.
- c. City Planner – none.
- d. City Administrator – absent.
- e. City County Liaison – Asked staff to make sure construction sites remain clean during construction, especially with the upcoming construction projects downtown.

## **7. Adjournment**

Motion by Commissioner Mains, seconded by Commissioner Clayton to adjourn the meeting. Vote on Motion 6-0-0. Motion carried. Meeting adjourned at 6:44.