

City of Bondurant

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



Meeting Minutes

DATE: December 11, 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), Kristin Brostrom, Brian Clayton, Jesse Torres, Jason Vore

Members Absent: Andy Mains (Vice-Chairperson), Ethan Pitt

City Official & Staff Present: Isaac Pezley, Maggie Murray, Marketa Oliver

3. Perfecting and Approval of the Agenda

Motion by Commission Member Clayton, seconded by Commission Member Vore to approve of the December 11, 2025, meeting agenda. Vote on Motion 5-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Clayton, seconded by Commission Member Torres to approve the October 7, 2025 and December 1, 2025 meeting minutes. Vote on Motion 5-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

6. Action Items

a. Election of Officers.

Motion by Commission Member Clayton, seconded by Commission Member Brostrom to elect Keeran as Chairperson and Vore as Vice-Chairperson.

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

7. Discussion Items –

Zoning Code Discussion.

Murray stated staff is here to listen to the Commission's comments and/or concerns regarding the current draft of the new Zoning Code. Murray added there will be a public open house to allow the public an opportunity to review and comment on the proposed code. Murray stated the current plan is to bring a final draft back January 8 for Commission review and approval.

Staff stated they received a question from a potential developer looking to do a storage unit development in a commercial district. Murray stated the current code allows storage unit developments in industrial districts. Pezley stated looking across the state it is a toss up on whether or not they are allowed in commercial districts. The Commission discussed and agreed they are alright with completely enclosed storage unit developments but not developments that allow for outdoor storage.

Murray highlighted code changes that staff identified. Commission and staff had conversations about lighting requirements for different zoning districts.

Keeran asked why the minimum lot width was reduced in R-1 districts. Murray stated there is no R-1 district developments in town, Confluence and staff reduced this in hopes that more single-family development would take place in R-1 districts. The Commission expressed concern about developers meeting the minimum requirements.

Keeran asked about accessory structures requiring a paved driveway if a roll-up door is included in the accessory structure. Farver stated placing a minimum door size requirement, if a door is larger than 6-foot than a paved drive is required.

Torres provided multiple code comments, these code comments were submitted to staff and have been attached to the minutes.

Brostrom provided multiple code comments, these code comments were submitted to staff and have been attached to the minutes.

Farver stated as-builts should be required for all residential lots if it is not currently required. Farver stated enforcement of the code needs to be stronger moving forward. Farver stated he did not get through everything but will provide staff with any other comments.

Clayton asked if there is anything in the code that would prevent a property owner from raising the elevation of a site. Commission members discussed and agreed that unless they are creating drainage issues on adjoining properties likely there is no mechanism to stop it.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – none.

Clayton – none.

Mains – absent.

Pitt – absent.

Torres – none.

Vore – none.

Commission Chair – thanked the Commission and staff for a great year.

b. Community Development Director – Encouraged Commission members to send staff any additional comments they may have regarding the code. Dennis Lyman will be the new City Council liaison starting next year.

c. City Planner – Stated there are three applicants to fill Andy Main's Commission spot, these interviews will be on January's agenda.

d. City Administrator – absent.

e. City County Liaison – absent.

7. Adjournment

Motion by Commissioner Clayton, seconded by Commissioner Vore to adjourn the meeting. Vote on Motion 5-0-0. Motion carried. Meeting adjourned at 7:06.