

City of Bondurant

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



Meeting Minutes

DATE: January 8, 2026

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, Ethan Pitt, Jesse Torres, Jason Vore (Vice-Chairperson)

Members Absent:

City Official & Staff Present: Isaac Pezley, Maggie Murray, Dennis Lyman

3. Perfecting and Approval of the Agenda

Motion by Commission Member Torres, seconded by Commission Member Vore to approve of the January 8, 2026, meeting agenda. Vote on Motion 6-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Vore, seconded by Commission Member Clayton to approve the December 11, 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. Public Hearing – Consideration of request to amend the Future Land Use Map from Neighborhood Commercial and Low-Density Residential to Regional Commercial on property abutting Truman Drive NE and 2nd Street NE.

Public Hearing opened at 6:02 p.m.

Justin Strom with Snyder and Associates provided the Commission with an

overview of the proposed project. Vore asked if 2nd Street NE is being expanded. Murray provided the Commission with an overview of the widening of 2nd Street and other infrastructure updates in the area.

Public Hearing closed at 6:07 p.m.

- b. Resolution PZ-260108-01 – Consideration of request to amend the Future Land Use Map from Neighborhood Commercial and Low-Density Residential to Regional Commercial on property abutting Truman Drive NE and 2nd Street NE.

Motion by Commission Member Torres, seconded by Commission Member Pitt to approve Resolution PZ - 260108-01.

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

- c. Public Hearing – Consideration of request for rezoning from the Transitional Commercial (C-1) District to the General Commercial (C-2) District on a portion of property located at GeoParcel 8022.30.376.004.

Public Hearing opened at 6:07 p.m.

Pezley provided the Commission an overview of the request.

Public Hearing closed at 6:08 p.m.

- d. Resolution PZ-260108-02 – Consideration of request for rezoning from the Transitional Commercial (C-1) District to the General Commercial (C-2) District on a portion of property located at GeoParcel 8022.30.376.004

Motion by Commission Member Torres, seconded by Commission Member Clayton to approve Resolution PZ -260108-02.

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

- e. Resolution PZ-260108-03 – Consideration of Bondurant Industrial Park Plat 2 Preliminary Plat.

Pezley provided an overview of the proposed preliminary plat. Pezley stated staff included a note on the preliminary plat regarding review by legal counsel. Clayton stated the developers need to ensure the bike trail is not affected during or after construction. Murray added the extension of the CVT Trail along the abandoned railway bed. This extension should help

alleviate some local traffic in this area. Pitt asked if there are sidewalk requirements for industrial subdivisions. Murray stated no, but they have been requesting sidewalks are proposed on at least one side of roads.

Motion by Commission Member Vore, seconded by Commission Member Torres to approve Resolution PZ - 260108-03.

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

- f. Public Hearing – Consideration of adoption of the Bondurant Zoning, Sign and Subdivision Code, including recommended approval of the PUD Scoring Matrix.

Public Hearing opened at 6:20 p.m.

Shires went through the Zoning Code and provided highlights from each chapter. The Commission reviewed the PUD Scoring Matrix. Staff stated the PUD matrix is not intended to be used as a approval mechanism. It is intended to be used to score a PUD request to provide the Commission and City Council with an idea of if the PUD is truly a unique development.

The Commission discussed the bulk regulation variance being included. Staff stated the variance is for final plats only. Vore asked what the thought behind this was. Shires stated Bondurant is one of the most restrictive communities in the metro in terms of lot width requirements. Shires stated this was a way to allow home builders a little bit of flexibility. Shires stated he and staff are aware the Commission has not been a fan of this code inclusion, but Council has stated they wanted it include to be reviewed.

Public Hearing closed at 6:49 p.m.

- g. Resolution PZ-260108-04 – Consideration of adoption of the Bondurant Zoning, Sign and Subdivision Code, including recommended approval of the PUD Scoring Matrix.

Motion by Commission Member Torres, seconded by Commission Member Clayton to approve Resolution PZ - 260108-04.

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

- h. Resolution PZ-260108-05 – Consideration of 2026 Bondurant Urban Renewal Area and Plan Amendment.

Murray provided an overview of the Urban Renewal Plan Amendment. This amendment is to pull recently annexed area into the Urban Renewal area. Pitt asked for clarification that this would allow the City to use TIF in this area, Murray stated that is correct.

Motion by Commission Member Pitt, seconded by Commission Member Vore to approve Resolution PZ - 260108-05.

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

i. Planning and Zoning Commission Annual Report

Pezley provided an overview of the Annual Report.

j. Planning and Zoning Commission Applicant Interviews

The Planning and Zoning Commission interviewed Louise Jennings, Chris Johnsen and Chares Cole. The Commission agreed to recommend the appointment of Louise Jennings to the City Council.

7. Discussion Items –

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – none.

Clayton – none.

Mains – none.

Pitt – none.

Torres – none.

Vore – none.

Commission Chair – none.

b. Community Development Director – none.

c. City Planner – Stated the City has a new engineering firm, Shive-Hattery, that may attend meetings from time to time.

d. City Administrator – absent.

- e. City County Liaison – Dennis Lyman is the new City Council Liaison. Commission members introduced themselves and provided a little background about themselves. Lyman introduced himself and provided some of his background.

7. Adjournment

Motion by Commissioner Vore, seconded by Commissioner Clayton to adjourn the meeting. Vote on Motion 6-0-0. Motion carried. Meeting adjourned at 8:04.