

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting is being offered. Participants wishing to speak on a topic should message the meeting moderator. All participants are asked to mute their individual computers at times when they are not speaking to minimize background noise. Join: <https://us02web.zoom.us/j/89541123777>*

**NOTICE OF A REGULAR MEETING
BONDURANT PLANNING AND ZONING COMMISSION
APRIL 14, 2022**

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held at 6:00 PM on April 14, 2022, in the Bondurant City Center, 200 Second Street, Northeast, Bondurant, Polk County, Iowa. Said meeting is open and the public is encouraged to attend.

AGENDA

1. Call to Order
2. Roll Call
3. Perfecting and Approval of the Agenda
4. Approval of Minutes
 - a. March 24, 2022
5. Guests requesting to address the Planning and Zoning Commission
6. Action Items
 - a. -RESOLUTION NO. PZ-220414-12: Regarding recommended approval of the A-3 Auto site plan for an addition at 108 NE Hubbell Avenue
7. Discussion Items -
8. Reports / Comments and appropriate action thereon:
 - a. Commission Members
 - b. Commission Chair
 - c. Planning and Community Development Director
 - d. City Administrator
 - e. City Council Liaison
9. Adjournment

City of Bondurant

Planning and Zoning Commission

200 2nd St NE, PO Box 37

Bondurant, IA 50035



Meeting Minutes

DATE: March 24, 2022

Torey Cuellar, Chair
Karen Keeran, Co-Chair

1. Call to Order 6:01pm

Place Bondurant City Hall (200 2nd St NE, PO Box 37)

Special Note: Due to concerns of the COVID-19 virus and social distancing recommendations, access to the meeting was also provided through a virtual meeting

2. Roll Call

Members Present: Brian Clayton, Torey Cuellar, Karen Keeran, Andy Mains,
Wes Hoyer, Kristin Brostrom, Lisa Cameron

Members Absent:

City Official Present: Planning and Community Development Director, Maggie Murray
Associate Planner, Emily Rizvić
City Administrator, Marketa Oliver
City Council Liaison, Matt Sillanpaa

3. Perfecting and Approval of the Agenda

Motion by Commission Member Mains, seconded by Commission Member Keeran to approve of the March 24, 2022, meeting agenda. Vote on Motion 7-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Hoyer to approve of the February 10, 2022 meeting minutes. Vote on Motion 7-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

None

6. Action Items

- a. RESOLUTION NO. PZ-220324-08: Considering recommended approval of the Loren Mauch Plat of Survey, a split in unincorporated Polk County within 2 miles of Bondurant's city limits to create Parcel 2021-157

Director Murray explained the nature of the request. She noted that the plat of survey is in unincorporated Polk County within 2 miles of the City of Bondurant's corporate limits. No major concerns or issues were noted with the plat. Staff is recommending approval subject to a condition that the plat of survey notes that if annexed, it addresses additional ROW needed.

Motion by Commission Member Mains, seconded by Commission Member Hoyer, for recommended approval of Resolution No. PZ-220324-09 "*Considering recommended approval of the Loren Mauch Plat of Survey, A split in unincorporated Polk County within 2 miles of Bondurant's city limits to create Parcel 2021-157*" with subject to the following condition:

1. That the plat of survey be updated to note the following: if annexed into Bondurant's city limits, additional right-of-way area shall be deeded to the City of Bondurant so that the southern 1/2 of the right-of-way north of Parcel 2021-157 is at least 40' wide.

Roll Call – Ayes: Commission Member Cuellar, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom. Commission Member Clayton. Member Cameron. Vote on Motion 7-0-0. Motion carried.

- b. RESOLUTION NO. PZ-220324-09: Considering recommended approval of the Edgeland Bondurant Preliminary Plat and Site Plan at Outlot R of the Quail Run Phase 2 Preliminary Plat development area.

The Site Plan Engineer for the request, Eric Cannon, explained the nature of the request. He noted that the proposal is similar to what the original conceptual plan of the project showed. This plan shows an additional accessway and incorporated four-plex and five-plex housing into the subject property.

Member Hoyer asked if all the houses are going to be varied. John Nieland, who is also an applicant working on the proposed development, said that they are wanting to do a farmstyle look. Member Clayton asked if they will be owner-occupied or rental. Nieland stated that they will be rental. Member Clayton asked about implementing basements. Nieland stated that they will not be implementing basements for the units located on the subject property. Member Clayton stated that the city has pretty much required many developments to include basements.

Member Hoyer asked about the costs for the basement in order to install. Nieland stated that they have a similar project like this in Ankeny. He has a professional project management team to determine the cost benefits of the project. The rental may run about \$1,500. If they added basements, to account for the cost they would need to charge rent above \$2,000.

Member Keeran asked if these will remain renter occupied. Nieland stated yes, they will be. They also stated that the units can be sold in the future since they will be on postage stamp lots. Member Cuellar asked what the rent would be for the site. Nieland stated that he is looking around \$1,500 for rent.

Member Mains asked about the sizing for the individual units. Nieland stated that they would include 3-bedrooms. Member Keeran asked about the square footage for each unit. Nieland stated around 1,400 square feet.

Member Mains asked about the extra parking stalls that are showed. Cannon stated that the extra parking stalls are provided with the intent that if guests visit the site, they have a place to park their vehicles. Member Cameron generally noted that the minimum 20 feet for streets is too narrow that the PUD general requirements allow for. Nieland noted that some parking was removed because a T-hammerhead was required as opposed to an alternate design that was originally proposed.

Member Hoyer asked about sidewalk connections to the East stating that without having them, residents are going to be isolated to the areas to the east. Director Murray noted that the city has had a discussion with the developer earlier in the day. She stated that a temporary sidewalk

may be installed along the public right-of-way which would connect to the remaining Quail Run area. Member Keeran stated that when the PUD was approved, that we usually require the sidewalk alongside major streets. Director Murray stated that the 10-foot trailway would be required in the future but is not being considered now as the abutting public street will need widening, as was identified in the Streets Master Plan.

Member Keeran asked why no parkland was dedicated. Member Murray noted that the developers will be paying in lieu of the parkland dedication, as indicated in the approved site plan. An aerial image of the area was projected to the screen.

Member Hoyer inquired about if the rental complex would house families. Nieland stated that the intent is for anyone to be able to rent in the proposed rental complex, including college students, young, and old. That there is no target audience.

Member Mains asked about the sidewalk requirement. Director Murray stated that if they connect to the South, they will be connected to the single-family development area. Nieland stated that if there is an opportunity in the future to connect with the commercial outlot to the northeast, that they will.

Director Murray indicated that the developers will be seeking a variance to increase the maximum garage door frontage percentage allowed on a structure. This variance request would be heard by the Board of Adjustment on April 19th, 2022.

Member Brostrom asked if the storm sewer will be private. Cannon stated that it will be. Member Brostrom indicated that if the townhomes were to be sold in the future, that they would likely be very costly and asked if they may switch to concrete piping rather than plastic. Member Brostrom indicated that the pipe in the city is currently concrete. She noted that the commission should consider requiring this in the future.

Member Clayton asked about the sanitary sewer easement shown on the plat. Director Murray stated that this was shown due to feedback provided by the City Engineer.

Member Cuellar indicated that the proposal is consistent with the City's comprehensive plan.

Motion by Commission Member Hoyer, seconded by Commission Member Hoyer, to approve of Resolution No. PZ-220324-09 *"Considering recommended approval of the Edgeland Bondurant Preliminary Plat and Site Plan at Outlot R of the Quail Run Phase 2 Preliminary Plat development area"* subject to the following conditions:

1. That documentation of the recorded off-site easement must be submitted prior to beginning any work within the proposed off-site easement area.
2. That the utility connection fee district fees shall be paid prior to final plat consideration.
3. That payment in lieu of public parkland dedication is paid prior to final plat consideration.
4. That the landscaping plan be updated with the correct street frontage calculation and the correct minimum tree planting size requirements.
5. That should any changes be requested by the City Engineer, the site plan and stormwater management must be updated and resubmitted to reflect these requested changes.
6. That the preliminary plat/site plan be updated to better clarify if each dwelling unit will be on its own, individual lot; if so, preliminary plat/site plan to confirm that each lot will meet the 400 SF minimum and 20'-wide minimum lot requirements per the

approved Quail Run Phase 2 Preliminary Plat. Also, if dwelling units will be on their own, individual lots the common space, including the private stormwater basin area, must be labeled.

7. That the building elevations be resubmitted so that they are compliant with the building design/material requirements of Chapter 179 of the City Code (or a variance is sought regarding the increase in garage %).
8. That a public sidewalk be installed at the south edge of Outlot R headed south to Street A of the Quail Run Preliminary Plat.

Roll Call – Ayes: Commission Member Cuellar, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom, Commission Member Clayton. Member Cameron. Vote on Motion 7-0-0. Motion carried.

- c. RESOLUTION NO. PZ-220324-10: Considering recommended approval of the 1001 23rd Street SW Site Plan.

Chris Bauer, an Engineer for Shivve-Hattery, Inc. representing Ryan Companies on the proposed development explained the nature of the request. He stated that the project is speculative at the moment. They are proposing a commercial warehouse. Bauer paused for a second as the mic had lost battery. He explained that the project is south of the Omega Project. A detention pond is shown on the south side. Two accessways and driveways are shown on the site plan.

Member Keeran asked about if the site will be blue and gray and if the garage doors will be gray. Bauer stated that that will be correct. Member Keeran asked if the garage doors will be the same colors so that they can blend together. Bauer indicated that they will be.

Member Hoyer asked if there were any concerns from the adjacent properties. One concern was reported from a property owner to the south. The property owner has an outbuilding that abuts to the property line. Bauer indicated that they have buffered the area at the southwest corner to alleviate the concern.

Member Brostrom asked about the drainage for the basins. Bauer stated that they drain to the south and that historically it has been a very wet land. He also indicated that they will be doing site clean up to address this, including adding the detention pond on the south. He also indicated that they have worked with MidAmerican on easements located on the property.

Motion by Commission Member Brostrom, seconded by Commission Member Mains, to approve of Resolution No. PZ-220324-10 “*Considering recommended approval of the 1001 23rd Street SW Site Plan*” subject to the following conditions:

1. That should any changes be requested by the City Engineer, the site plan and stormwater management must be updated and resubmitted to reflect these requested changes; this includes a review by City Engineering regarding the improvements proposed within the public sanitary sewer easement area.
2. That the elevations must be updated to note materials proposed, including a note that the fasteners on facades facing the public right-of-way shall be concealed.
3. That sidewalks may be required if/when the city determined a logical connection exists, as is allowed per Chapter 136 of the City Code.
4. That the utility connection fee district fees shall be paid prior to building permit issuance.

5. That further clarification be provided on location of exterior refuse collection be provided and how the area will be screened.
6. The site is approved for up to seventy-two (72) employees. If it is determined that additional parking spaces are required, the required minimum parking spaces and dedicated handicapped spaces as required by the City Code must be provided and the impervious surface area be updated to reflect as accordingly.

Roll Call – Ayes: Commission Member Cuellar, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom, Commission Member Clayton. Member Cameron. Vote on Motion 7-0-0. Motion carried.

- d. RESOLUTION NO. PZ-220324-11: Considering recommended approval the Shiloh Rose Plat of Survey (Parcel 2022-43).

Chris Bauer, an Engineer for Shivve-Hattery, Inc. representing Ryan Companies on the proposed development explained the nature of the request. He explained that this proposal adjusts the property line between Lot 5 and Lot 6. Approximately an acre would be transferred to Lot 6 from Lot 5. He indicated that an access easement for the lots will be recorded.

Member Mains asked about stormwater detention for Lot 6. Bauer indicated that the lot would need its own stormwater detention pond.

Motion by Commission Member Mains, seconded by Commission Member Clayton, to approve of Resolution No. PZ-220324-11 *“Considering recommended approval of the Shiloh Rose Plat of Survey (Parcel 2022-43).”*

Roll Call – Ayes: Commission Member Cuellar, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom, Commission Member Clayton. Member Cameron. Vote on Motion 7-0-0. Motion carried.

7. Discussion Items

- a. Preliminary feedback on Draft Future Land Use Map of the 2022 Comprehensive Plan update process

Director Murray stated that yesterday the Comprehensive Plan Advisory Committee had met yesterday to discuss the comprehensive plan chapters and future land use map. She indicated that this group will over the next few months to review the draft chapters as they come available.

The meeting discussed the guiding principles in the plan. The plan will have goals and action policy items. It also discussed the proposed vision plan. She read the proposed vision statement out: “Bondurant is a welcoming and forward-thinking community that embraces its rich history and preserves its hometown feel while growing sustainably”. She noted that some feedback the committee gave to the consultants was to include that the city will be inclusive.

She then introduced the scenario future land use maps that the consultant, Confluence, has proposed. She stated that there are three different scenarios. Scenario 1 shows low-density residential but also mixes in higher densities in some corridors. It also shows neighborhood commercial development near low-density residential. Business and industrial is identified near the Interstate. It also takes into account the Regional Commercial Master Plan. It also identifies areas that would need future stormwater management needs.

Scenario 2 shows potential for increased medium density and high-density residential near the interstate whereas the previous did not. It also shows medium density alongside grant street

South. It also shows townhome type uses around neighborhood commercial nodes that are shown to buffer between residential and commercial uses.

Scenario 3 is focused on the NE beltway corridor if it were to exist. It shows what uses could be proposed near that area.

Member Keeran asked if there would be a second downtown area. Director Murray stated that the area near the Central Park Planning area would be an identified area for this place. The comprehensive plan takes into account of this planning effort.

Director Murray stated that the city and the consultant is seeking feedback from the Planning and Zoning commission regarding the scenarios.

Member Brostrom asked about the neighborhood commercial nodes and what would be placed there. She was concerned that there was more commercial noted there than what could be sustained. Director Murray indicated that it would be small-scale offices, daycares, convenience stores, hardware stores, and other neighborhood serving commercial uses. Member Brostrom indicated that a slightly bigger node may be appropriate, but that adequate buffering is needed.

Member Mains asked if the southwest area is too industrial/business focused. Director Murray indicated that the area is already seeing this type of use. She also noted that the consultant indicated that the Chichaqua Valley Trail (CVT) acts as a natural barrier between residential and industrial. Member Mains asked if the mixed use next to proposed Central Park should shift more to the west past Hubbell.

Member Cameron stated that having central park near Hubbell doesn't seem ideal and may raise potential conflicts. Director Murray indicated that the siting was due to the need of stormwater detention. The park would be between 80-100 acres and that the site would address concerns of being near the highway through earth berm and landscaping. City Council Liaison asked if it would be like the DMACC site. Member Clayton nodded yes.

Member Keeran asked about pedestrian crossing between Grant Street for the future Central Park area and indicated that this will need to be thoughtfully planned. Member Hoyer asked about pedestrian crossings on Hubbell. Director Murray indicated that the underpass is currently in the works. Member Hoyer inquired if additional connections will be made in the future. Director Murray stated that the Comprehensive Plan will touch on those connections in future chapters. Member Hoyer indicated that he thinks that these pedestrian connections are very important.

A resident, Jason Brown expressed some concerns that he had regarding the proposed future land use map scenarios. They are concerned with the proposed mixed use near the future Central Park area and losing the small-town feel of Bondurant. They are concerned with increased traffic that would occur with people interacting with the commercial area. They are also concerned that there is not more focus on the central, historic area of downtown.

Director Murray indicated that the comprehensive plan would have a community character chapter to build upon the local shops in the downtown area and focus on the potential redevelopment of downtown and maintaining that hometown feel. She stated that this would be similar to how Ankeny has uptown, however this would be on a small scale to fit the City of Bondurant.

Resident Brown restated that he is still concerned about the downtown area. Member Mains agreed but noted the Landus Cooperative redevelopment opportunity would extend the downtown area and is currently in the works. Director Murray indicated that the Mayor has had

conversations with staff to start an initiative to better advertise our local businesses and our amenities in town through highway signage and gateway signage.

Member Cuellar also stated that the city really wants to maintain its hometown feel and that the redevelopment opportunity would be good. Resident Brown stated that he was really excited about the redevelopment and inquired about parking. Member Cuellar indicated that the city knows that parking is an issue and that they are working on identifying opportunities to address this.

Member Keeran noted that she grew up next to a gas station and stated that she would like an adequate buffer between residential uses and neighborhood commercial if this would be proposed and if gas stations were implemented near residential areas. She noted that the sound from garbage trucks would often create conflict between these areas. One of the scenarios suggest a townhome buffer between low-density residential and the neighborhood commercial use.

Member Cameron asked about updates for the R-2 zoning district requirements. Director Murray indicated that the Comprehensive Plan is a guiding document versus zoning district. Liaison Sillanpaa asked if the Comprehensive Plan showed what residents wanted to see visually for future townhomes. Director Murray indicated that yes, that feedback is pulled in and would be provided in the public input chapter. She also indicated that there will be a future housing and neighborhoods chapter which would provide goals and policies related to this.

Liaison Sillanpaa asked about architectural design and aesthetics for townhomes. Director Murray reinstated that the comprehensive plan is only a planning document and shapes what we do with our law, the zoning code of ordinances. Right now, the city does have architectural requirements but in order to establish additional standards, the city would need to go through a text amendment. The guidance from the Comprehensive Plan would guide future text amendments to the zoning code. Director Murray stated that these amendments require a hearing both at Planning and Zoning Commission level and at the City Council level. Director Murray also stated that the zoning code currently states that buildings need to complement each other.

Member Cameron indicated that there are less options for building colors now for builders and new development. She indicated that the paint industry is currently suffering and that developers are finding the only paint that is available right now when they are buying in bulk and utilizing those. Member Clayton also added that the developers come in by meeting what the zoning code states and that when the commission asks for additional items, that the developers complain that the city is increasing the cost of development. He stated that the city needs to walk a balance in order to continue interest in the town.

Director Murray indicated that right now there is nothing in our zoning code that has minimum standards for new buildings. Member Cameron indicated that in previous meetings that the houses that show garages in the back are the prettiest but that the zoning code needs to be amended to allow for these types of uses. Right now, the back of houses doesn't look really good, and they don't have a different facia painted. She stated the zoning code needs to be amended to address architectural standards. Resident Brown indicated that we need to see this in future developments.

Director Murray stated that she will email out the scenarios to the Commission. She stated that as the commission reviews, to focus in on the areas that are highlighted since those areas show difference between all.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Wes Hoyer – None

Kristin Brostrom – She thanked the city and the commission for being flexible with utilizing zoom for meetings.

Andy Mains – Member Mains inquired about the lighting requirements for Dollar General as it is very bright. Director Murray indicated that Dollar General would need to address prior to the certificate of occupancy is provided.

Brian Clayton – Member Clayton asked if the city has a Code Enforcement officer. Director Murray indicated that the Public Works department has a dedicated person for this. Member Clayton indicated that we should publicize this number as Park Side and Wisteria Heights has junk and are messy construction sites. He also stated that there was concrete dumping and fences being moved and trailers being placed in adjacent farmland.

He also mentioned that the houses with short driveways with small lots don't have. Member Cameron added that some of the garage depths have been going shorter and shorter and that it makes it difficult to store vehicles in.

He stated that he went to the last City Council meeting. He said that the city is wanting to allow for golf carts in the city and is concerned with allowing it on the streets. He is concerned with where they will be allowed. Liaison Sillanpaa stated that the golf carts will have lots of safety requirements as is required by State Law and that as it stands now, it is extremely restrictive.

Member Cameron asked who is policing the law. Liaison Sillanpaa indicated that it would be the police. Member Clayton asked if UVT's would be allowed. Liaison Sillanpaa indicated no.

Member Clayton also stated that the City Council is considering placing a stop sign at the intersection at the new high school. He stated that this would be a wrong move for the future and that it would slow traffic down. He stated that it would be more ideal to have a turning lane for this. Director Murray stated that that was suggested by a non-public works construction engineer and that more public discussion would be needed on this item. Liaison Sillanpaa said that he will get more clarification on this item.

Director Murray stated that one potential stop sign that may be considered would be by the park.

Karen Keeran – None

Lisa Cameron – None

b. Commission Chair – Member Cuellar stated that there needs to be education in the community to distinguish between City Park and Central Park.

She also stated that she understands everyone's feelings about the aesthetics about homes alongside 2nd street. She stated that those are our community members and that the commission should be more respectful about that in order to maintain our community feel and remain inclusive.

- c. Planning & Community Development Director – Director Murray stated that we have received some grants for Eagle Park and that some of the plans will be constructed out this year.
- e. City Council Liaison – He encouraged the Commission to contact him if they have any questions.

7. Adjournment

Motion by Commission Member Mains, seconded by Commission Member Clayton to adjourn the March 24, 2022, meeting. Vote on Motion.

Roll Call – Ayes: Commission Member Cuellar, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom, Commission Member Clayton. Member Cameron. Vote on Motion 7-0-0. Motion carried.

Meeting adjourned at 7:37 PM



**BUSINESS OF THE PLANNING AND ZONING COMMISSION
BONDURANT, IOWA
AGENDA STATEMENT**

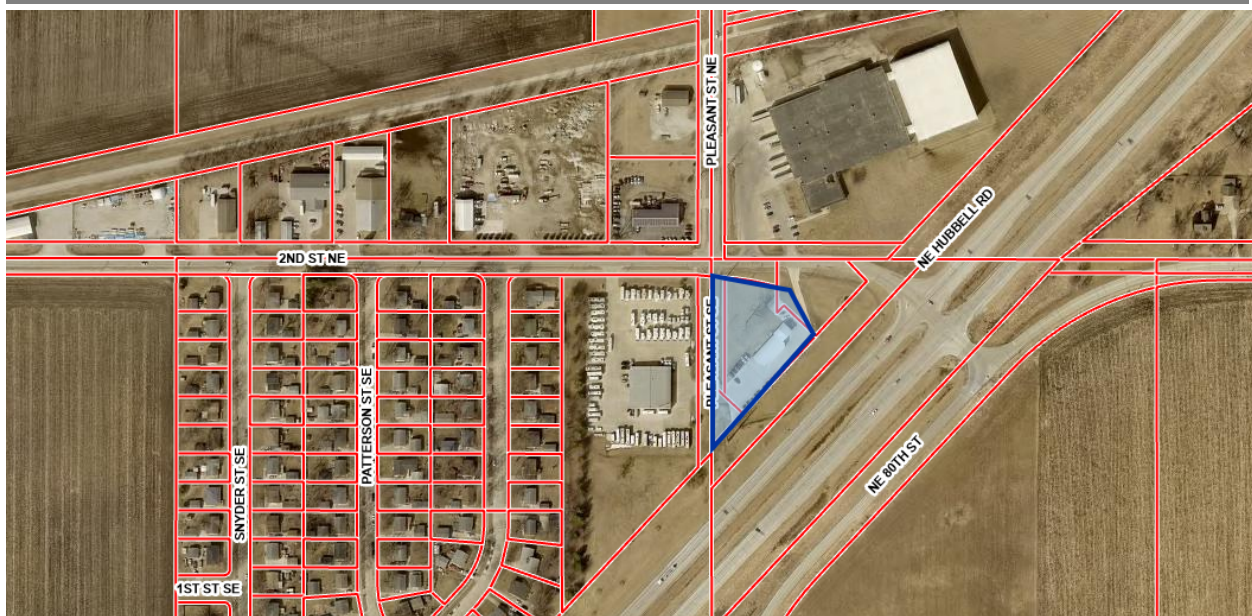
Item No. 6.a.
For Meeting of 4/14/2022
Resolution

TITLE: -RESOLUTION NO. PZ-220414-12: Regarding recommended approval of the A-3 Auto site plan for an addition at 108 NE Hubbell Avenue

CONTACT PERSON:

Maggie Murray, Planning & Community Development Director

BRIEF HISTORY & ANALYSIS: The City is in receipt of a site plan for review by the Planning & Zoning Commission and City Council for an addition proposed at the existing A-3 Auto structure at 108 NE Hubbell Avenue. The site plan request was submitted by K-5 Properties LLC and the site plan was submitted by Cooper Crawford & Associates LLC. The site plan proposes a 36' x36' building addition (1,296 square feet). The existing structure + the addition will result in a building that is 5,216 SF. The proposed addition will be utilized for detail bays. When the Planning & Zoning Commission and City Council review site plans, they review for consistency with the following: Comprehensive Plan, Zoning Code, and Comments from City Officials.



Current and Future Land Use

The City's Future Land Use Map included as part of the 2012 Comprehensive Plan guides for Community Commercial use in this area. The subject property is zoned C-2 'General Commercial' district. No rezoning is proposed as part of this development request.

Zoning Code Notes

Use/Bulk

The property is currently being utilized as an automotive display, sales service and repair business, which is a permitted use with an approved Conditional Use Permit (CUP). The site received a Conditional Use Permit to permit its use in 2019 (Resolution No. BOA190611-02). Uses permitted by a CUP for autosales are required to meet and maintain minimum design standards. These design standards are noted below:

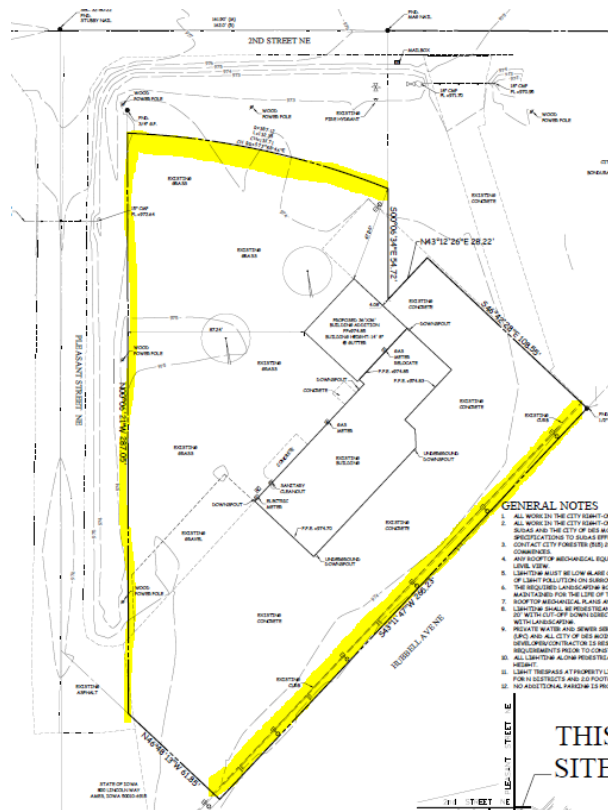
- a. That there will be no wholesaling, except for certain products such as automotive parts which may be purchased on a largely individual basis for resale as part of a repair service as opposed to bulk shipments and deliveries.
- b. That the parking display area shall be limited to the area designated for such use as designated on the site plan.
- c. That employee and customer parking areas will not be used for parking display areas.
- d. That vehicle service bays will be oriented away from street views or substantially screened from street views.
- e. That if any new exterior lighting is proposed, a lighting plan prepared by a qualified lighting expert will be submitted. Lighting shall be downward cast fixtures designed to direct light onto parking areas, loading or sales areas, and away from residential neighborhoods. Search lights shall not be permitted.
- f. That the property will be surfaced with an asphaltic or Portland cement binder pavement so as to provide a durable and dustless surface. 2022 aerial imagery shows this requirement is not met - see image below showing vehicles parked on dirt/gravel.



- h. That the property will incorporate curbs or other substantial permanent barriers to prevent encroachment of vehicles into the required setback and landscape areas. Precast wheel stops and other barriers which can be readily moved are not acceptable.
- i. That there will be no elevated display of motor vehicles in any required front yard.

Staff has requested the applicant confirm that the property will be in compliance with the above minimum design standards; this has been factored in as part of the attached resolution.

The following minimum setbacks apply: 30' front, 0' side since not adjacent to residential districts, and 25' rear. These minimum setbacks will be met as a result of this project. The following property lines were considered frontage when considering areas subject to the minimum front yard setback.



Parking/Drive Areas - the property is accessed via 2nd St NE and Pleasant St SE. Additionally, the property abuts Hubbell Avenue/Highway 65. As part of the City's 2019 site plan review and approval process, A-3 Auto was allowed to pave a portion of their driveway and parking lot on the City-owned land at Parcel 231/00072-002-005; this will remain unchanged as a result of this current project. Separate from this current site plan review process, staff will begin the research process to potentially vacate a portion of Parcel 231/00072-002-005 so that A-3 Auto's parking lot is entirely on private property and not on City of Bondurant land.

The submitted site plan currently shows no new parking lot paving areas proposed. If any new parking lot pavement is proposed, the site plan must be updated to show this new parking/drive area.

Since this building will stay under 10,000 SF, no off-street loading space areas are required.

The site plan will need to show that minimum standards for parking lots will be met as a result of this project. Given the existing and proposed square footage, a total of twenty-seven (27) parking spaces are required for the site. Currently, the site plan does not show the location of parking lot spaces, including ADA-accessible spaces, as is required in the code to show. Additional design standards imposed as part of the CUP permitting process include clearly distinguishing between customer parking areas and parking display areas. The site plan currently shows a gravel area which is not a permitted surface for automotive sales permitted by CUP. These additional standards also require the installation of curbs or other substantial permanent barriers to prevent the encroachment of vehicles into the required setback and landscaped areas. Currently, no surfacing or barriers are proposed for the site. In order for the site to continue meeting requirements for the CUP, the subject site will need to comply with these design standards.

Landscaping Plan - this site will be required to meet the landscaping requirements outlined in [Chapter 182 'Open Space and Landscaping Requirements'](#). This includes planting 1 general tree per fifty-feet (50') of street frontage, including any property line adjacent to a public right-of-way area. Currently, the site plan does not propose any landscaping for the subject property. The site plan does not show a landscaping calculation on the plan. From a preliminary calculation, staff determined that approximately sixteen (16) trees would be required for the site alongside the street frontage. Also as a reminder - if there are any vehicle service bays proposed to face any public street area, such bay areas must be substantially screened from view from the public street areas.

Utilities & Easements - no new utility connections from the main into the building are proposed. The submitted site plan does not show any easements on site.

Architectural Elevations - Chapter 179 of the Zoning Code requires that colored architectural elevations must be submitted as part of the site plan review and approval process. No elevations have been received. The property is required to meet the architectural standards of the Arterial Corridor Overlay District as it fronts both the Highway 65 and 2nd Street NE corridors. Below is a summary of the architectural requirements for the addition proposed:

- Elevations to note materials and percent of each material per elevation.
- If an existing exterior building wall is altered as a result of this project, the entire wall plane must be brought into compliance.
- The negative aspects of a building, such as loading docks, loading areas, outside storage areas, HVAC units, etc. shall be screened or adequately treated from view along the public streets and residential areas.

- Overhead doors shall not face the Highway 65 corridor if other positioning is available.
- Roof mounted mechanical units shall be screened from view of the public right-of-way.
- All buildings shall be designed to minimize single plane walls and boxy appearance through the use of pitched roofs, dormers, cupolas, multiple rooflines, and relief in long wall expanses (179.01.2.1.6.a).
- Commercial buildings shall incorporate facade modulation into all building elevations visible from the public right-of-way or adjacent less-intense uses in order to preserve building scale and reduce the effect of long, large, or expansive wall surfaces. This can be accomplished by physical offsets or the use of color, pattern, and texture (179.01.2.1.6.e).
- Building material requirements must be met. Primary: brick veneer, fired clay; stone including stone veneer; clear glass; burnished/ground-faced block; architectural quality precast panels; architectural quality, metal wall panel systems; materials of similar quality/appearance. Secondary: wood or cement fiber siding; split-faced block; stucco; architectural quality metal wall panel systems; EIFS; materials of similar quality/appearance. Limited Trim: smooth concrete block; site cast and precast concrete panels; metal siding, panels, trim; mirrored/tinted glass; vinyl and PVC panels, siding, trim; composite wood panels, siding, trim; materials of similar quality/appearance.
 - All public street-facing facades shall incorporate no less than 2 primary building materials together comprising no less than 50% of the total facade area of each street-facing facade. Limited building materials shall not be used on street-facing facades except as minor trim elements no to exceed 10% of each street-facing facade.
 - All facades other than street facing shall incorporate at least 1 primary or secondary building material comprising no less than 80% of the total facade surface area. Limited materials shall not be used except for trim not to exceed 20% of the total surface area of each non street-facing facade.

Other Site Plan Features

No public sidewalks currently exist at this A-3 Auto site, and no public sidewalks are proposed as a result of this project.

Since this business opened in 2019, a new exterior dumpster is located on site. If an exterior dumpster will remain on site as a result of this project, the location shall be shown on the site plan. The site plan must also note screening proposed. Per Section 178.08.6.B.5 of the Zoning Code, an exterior dumpster must be fully enclosed in an enclosure similar in appearance to the principal structure. This has been factored in as part of the attached resolution.

If applicable, all signage is reviewed and approved separately from site plan approval.

This site is not located within FEMA's 100-year floodplain.

This site is not located within the City's Stream Buffer Ordinance area.

Staff Comments

The following departments were notified of the submitted site plan:

1. Public Works - reviewed and noted no concerns, but provided a general comment that the structure's water service is within this general area of the addition proposed.
2. Engineering - reviewed and noted that no formal engineer's stormwater management report is required due to the limited scope of work proposed.
3. Fire Department - reviewed and noted no concerns.

FUNDING SOURCE: N/A

STAFF RECOMMENDATION: Alternatives

The following options exist for the Planning & Zoning Commission:

1. Recommended approval of RESOLUTION NO. PZ-220414-12
2. Recommended approval of RESOLUTION NO. PZ-220414-12 , subject to certain Zoning Code clarification items being addressed.
3. Recommended denial of RESOLUTION NO. PZ-220414-12
4. Table RESOLUTION NO. PZ-220414-12, pending additional information.

There are a number of items that must still be addressed by the applicant. The Commission may table or approve the attached recommendation resolution. The attached recommendation resolution includes a number of items related to compliancy with Conditional Use Permit requirements, landscaping requirements, and building design/material requirements.

APPROVED FOR SUBMITTAL:

ATTACHMENTS:

1. RES. No. PZ-220414-12
2. Site Plan

PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ-220414-12

RESOLUTION REGARDING RECOMMENDED APPROVAL OF THE SITE PLAN FOR
THE ADDITION AT A-3 AUTO AT 108 NE HUBBELL AVENUE

WHEREAS, Cooper Crawford & Associates, LLC submitted the site plan for the addition at A-3 Auto at 108 NE Hubbell Avenue; AND

WHEREAS, the zoning for the property is General Commercial (C-2), and a vehicles sales lot use is permitted as a conditional use permit in the C-2 District; AND

WHEREAS, A-3 Auto received a conditional use permit from the Board of Adjustment in 2019 and must maintain the conditions noted in the Zoning Code as a result of this current project proposed; AND

NOW, THEREFORE, BE IT RESOLVED, that the Planning & Zoning Commission recommends approval of the submitted site plan for the A-3 Auto building addition at 108 NE Hubbell Avenue, subject to the following Zoning Code/Policy clarification items:

1. That the applicant must provide answers in writing detailing out how the required Conditional Use Permit design standards noted in the agenda statement will be met as a result of this project prior to building permit approval.
2. That if any new parking/drive areas are proposed as a result of this project, the site plan shall be updated to show these locations.
3. That the site plan must be updated to show that all parking space areas will be striped.
4. That the site plan must be updated to show that minimum ADA parking space count requirements will be met.
5. That the site plan shall be updated to include a landscaping plan showing compliancy with the City of Bondurant's landscaping requirements, and that if any vehicle service bays are proposed to face out toward a public street, the landscaping plan must show how these bays will be substantially screened from view of the street areas.
6. That colored architectural elevations showing compliancy with the City's building design/material requirements as noted in the agenda statement must be submitted for staff review/approval prior to building permit issuance.
7. That the site plan must be updated to show that the dumpster will be fully enclosed in an enclosure similar in appearance to the principal structure (requirement of the Conditional Use Permit).
8. That sidewalks may be required if/when the City determines a logical connection exists, as is allowed per Chapter 136 of the City Code.

Moved by _____ Seconded by _____ to adopt.

ATTEST: I, Maggie Murray, Planning & Community Development Director, City of Bondurant, hereby certify that at a meeting of the Planning and Zoning Commission held on April 14, 2022; among other proceedings the above was recommended.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year above written.

Maggie Murray, Planning & Community Development Director

Action	Yay	Nay	Abstain	Absent
Cameron				
Clayton				
Mains				
Keeran				
Cuellar				
Hoyer				
Brostrom				

Torey Cuellar, Commission Chair

A3 AUTO SITE PLAN

Bondurant, Iowa

108 NE HUBBELL

OWNER/DEVELOPER

K5 PROPERTIES, LLC
1201 PLEASANT STREET NE
BONDURANT, IOWA 50035-5514

ZONING

C-2 GENERAL COMMERCIAL

SETBACKS

FRONT - 30'

REAR - 25'

SIDE - NONE EXCEPT ADJACENT TO AN "R" DISTRICT

SITE AREAS

EXISTING BUILDINGS	3,920 S.F.	8.6%
PROPOSED BUILDING	1,296 S.F.	2.8%
PAVING	20,117 S.F.	44.0%
OPEN SPACE	20,429 S.F.	44.6%
TOTAL	45,762 S.F.	100%

TOTAL IMPERVIOUS AREA (BUILDINGS, PAVING, & WALKS) 25,333 S.F. 55.48%
REQ'D OPEN SPACE = 6,864 S.F. 15%

PARKING REQUIREMENTS

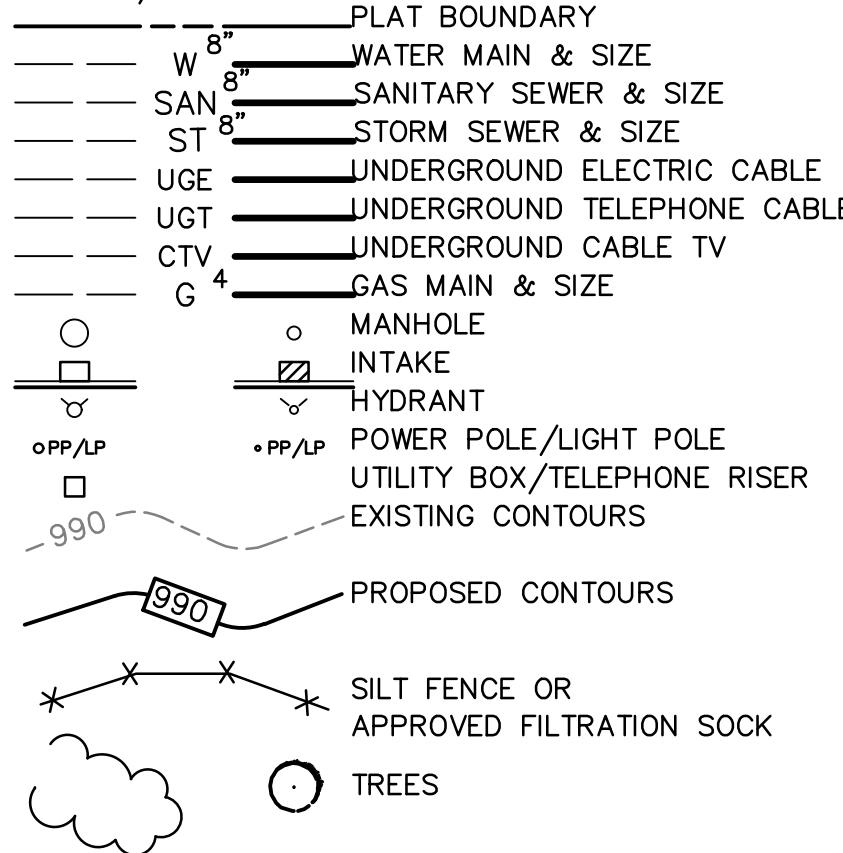
1 SPACE/200 SF GROS FLOOR AREA

5,216 SF/200 = 27 SPACES REQUIRED

SANITARY SEWER - CITY OF BONUDRANT SEWER SYSTEM
WATER - CITY OF BONDURANT WATER SYSTEM
STORM - CITY STORM SEWER SYSTEM

LEGEND

EXISTING/PROPOSED



LEGAL DESCRIPTION

THAT PART OF THE NORTH $\frac{1}{4}$ OF THE NORTHWEST $\frac{1}{4}$ OF SECTION 32, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M., LYING NORTH AND WEST OF THE LEGALLY ESTABLISHED HIGHWAY NOW INCLUDED IN AND FORMING A PART OF THE CITY OF BONDURANT, IOWA, EXCEPT A PARCEL OF LAND IN THE NORTHWEST $\frac{1}{4}$ OF SECTION 32, TOWNSHIP 80 NORTH, RANGE 22 WEST OF THE 5TH P.M. DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH SECTION LINE 162.0 FEET EAST OF THE NORTHWEST CORNER OF SECTION 32; THENCE NORTH 90°00' EAST 170.17 FEET ALONG THE NORTH LINE OF THE NORTHWEST $\frac{1}{4}$ OF SAID SECTION 32; THENCE SOUTH 46°57' EAST 75.2 FEET; THENCE SOUTH 43°03' WEST 184.0 FEET; THENCE NORTH 46°57' WEST 108.4 FEET; THENCE SOUTH 43°00' WEST 28.35 FEET; THENCE NORTH 00°19' WEST 132.9 FEET TO THE POINT OF BEGINNING, EXCEPT THAT PART TAKEN BY CONDEMNATION RECORDED IN BOOK 4752 PAGE 365

SAID TRACT OF LAND SUBJECT TO ALL EASEMENTS OF RECORD

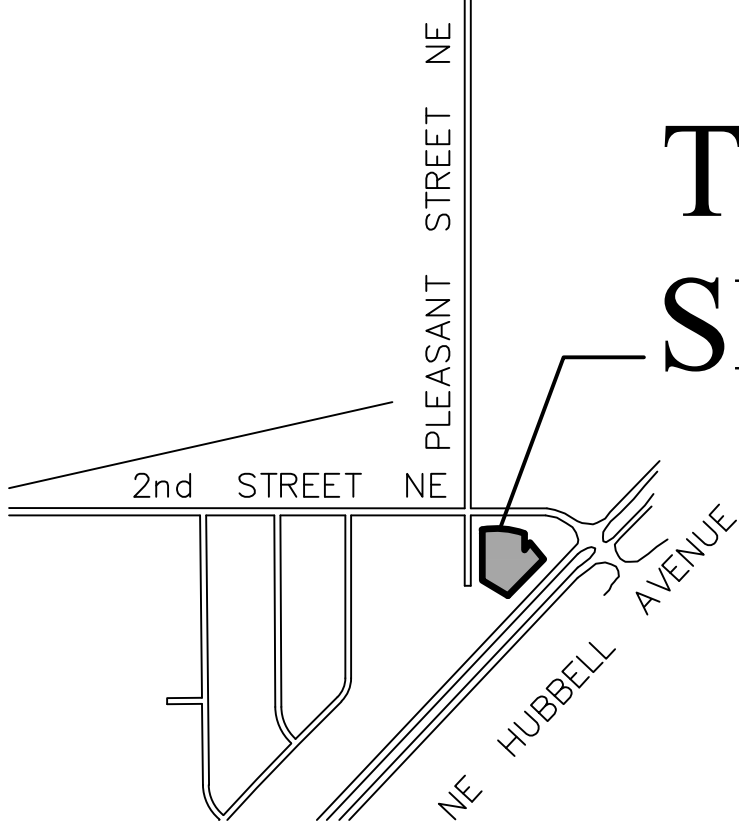
NOTES

- ONE WEEK PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL NOTIFY:
 - CITY OF BONDURANT
 - K5 PROPERTIES, LL
 - COOPER CRAWFORD & ASSOCIATES, L.L.C.
- ALL DIMENSIONS ARE TO BACK OF CURB, OUTSIDE OF BUILDING WALL, AND TO PROPERTY LINES.
- THE LOCATIONS AND DIMENSIONS SHOWN ON THE PLANS FOR EXISTING FACILITIES ARE IN ACCORDANCE WITH AVAILABLE INFORMATION WITHOUT UNCOVERING AND MEASURING. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THIS INFORMATION OR THAT ALL EXISTING UNDERGROUND FACILITIES ARE SHOWN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL PUBLIC AND/OR PRIVATE UTILITIES SERVING THE AREA TO DETERMINE THE PRESENT EXTENT AND EXACT LOCATION OF THEIR FACILITIES BEFORE BEGINNING WORK.
- THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES OR STRUCTURES AT THE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK. THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY IMMEDIATELY UPON BREAKING OR DAMAGE TO ANY UTILITY LINE OR APPURTENANCE, OR THE INTERRUPTION OF THEIR SERVICE. HE SHALL NOTIFY THE PROPER UTILITY INVOLVED. IF EXISTING UTILITY LINES ARE ENCOUNTERED THAT CONFLICT IN LOCATION WITH NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT MAY BE RESOLVED.
- ALL DEBRIS SPILLED ON CITY R.O.W. AND ADJOINING PROPERTY SHALL BE REMOVED BY CONTRACTOR WITHIN 24 HOURS.
- VERIFY COORDINATES AND BUILDING CORNERS WITH ARCHITECTURAL DRAWINGS PRIOR TO CONSTRUCTION.
- ALL SITE WORK SHALL BE IN ACCORDANCE WITH CITY OF BONDURANT STANDARDS.
- PAVING SHALL BE A MINIMUM OF 6-INCH P.C.C. IN PUBLIC RIGHT-OF-WAY AND PRIVATE DRIVE PAVING. SIDEWALKS SHALL BE 4-INCH P.C.C.
- CURBS SHALL BE 6-INCH CURB.
- ALL LIGHTING MUST BE DOWNCAST IN NATURE.
- ANY TRANSFORMERS, JUNCTION BOXES, OR OTHER SUCH UTILITY USES OVER 3 FEET IN HEIGHT CANNOT BE LOCATED WITHIN THE REQUIRED SETBACK. OTHER SUCH USES NOT ABOVE 3 FEET IN HEIGHT MUST BE SCREENED BY LANDSCAPING MATERIALS. ALL MECHANICAL EQUIPMENT, GAS, WATER, AND UTILITY METERS SHALL BE APPROPRIATELY SCREENED.
- ALL WORK WITHIN PUBLIC R.O.W., EASEMENTS, AND/OR ANY CONNECTION TO PUBLIC SEWERS AND STREETS, SHALL COMPLY SUDAS.
- ALL CONSTRUCTION WITHIN PUBLIC R.O.W. / EASEMENTS, AND/OR ANY CONNECTION TO PUBLIC SEWERS AND STREETS, SHALL COMPLY SUDAS.
- AN EROSION CONTROL CONTRACTOR SHALL BE HIRED PRIOR TO CONSTRUCTION BEGINNING, THE NAME OF WHICH SHALL BE FURNISHED TO THE CITY BEFORE GRADING STARTS.
- THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR MAINTENANCE OF THE DETENTION POND AND UNDERGROUND UTILITIES ON THE SITE.
- ALL DIMENSIONS ARE TO BACK OF CURB, OUTSIDE OF BUILDING WALL, AND TO PROPERTY LINES.
- USE OF BUILDING ADDITION: DETAIL BAYS.

GENERAL NOTES

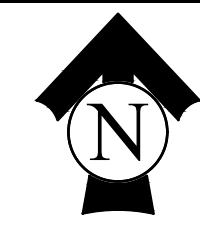
- ALL WORK IN THE CITY RIGHT-OF-WAY REQUIRES A RIGHT-OF-WAY PERMIT.
- ALL WORK IN THE CITY RIGHT-OF-WAY SHALL BE DONE IN ACCORDANCE WITH SUDAS AND THE CITY OF DES MOINES GENERAL SUPPLEMENTAL SPECIFICATIONS TO SUDAS EFFECTIVE AT THE TIME OF PLAN APPROVAL.
- CONTACT CITY FORESTER (515) 283-4105 BEFORE ANY TREE INSTALLATION COMMENCES.
- ANY ROOFTOP MECHANICAL EQUIPMENT MUST BE SCREENED FROM STREET LEVEL VIEW.
- LIGHTING MUST BE LOW GLARE CUT OFF TYPE FIXTURES TO REDUCE THE GLARE OF LIGHT POLLUTION ON SURROUNDING PROPERTIES.
- THE REQUIRED LANDSCAPING BOTH EXISTING AND PROPOSED, SHALL BE MAINTAINED FOR THE LIFE OF THE CERTIFICATE OF OCCUPANCY.
- ROOFTOP MECHANICAL PLANS AND SCREENING.
- LIGHTING SHALL BE PEDESTRIAN IN SCALE HAVING POLES NO TALLER THAN 20' WITH CUT-OFF DOWN DIRECTIONAL FIXTURES, AND SHALL NOT INTERFERE WITH LANDSCAPING.
- PRIVATE WATER AND SEWER SERVICES MUST MEET UNIFORM PLUMBING CODE (UPC) AND ALL CITY OF DES MOINES AMENDMENTS TO UPC. DEVELOPER/CONTRACTOR IS RESPONSIBLE FOR VERIFYING PIPE MATERIAL REQUIREMENTS PRIOR TO CONSTRUCTION.
- ALL LIGHTING ALONG PEDESTRIAN WALKS SHALL BE A MAXIMUM OF 15' IN HEIGHT.
- LIGHT TRESPASS AT PROPERTY LINES SHALL NOT EXCEED 0.5 FOOTCANDLES FOR N DISTRICTS AND 2.0 FOOTCANDLES FOR ALL OTHER DISTRICTS.
- NO ADDITIONAL PARKING IS PROPOSED.

THIS
SITE



COOPER CRAWFORD
& ASSOCIATES, L.L.C.
CIVIL ENGINEERS

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345



SCALE: 1"=20'

APPROVED: (X-X-2003) INITIALLED: XXX AS-BUILT: (X-X-2003)

SITE PLAN
A3 AUTO

JOB NUMBER

CC
2570

SHEET
1 OF 1



**BUSINESS OF THE PLANNING AND ZONING COMMISSION
BONDURANT, IOWA
AGENDA STATEMENT**

Item No. 8.e.
For Meeting of 4/14/2022
Reports and Comments

TITLE: City Council Liaison

CONTACT PERSON:

BRIEF HISTORY & ANALYSIS:

FUNDING SOURCE:

STAFF RECOMMENDATION:

APPROVED FOR SUBMITTAL:

ATTACHMENTS: None