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 variated. 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 Cueller 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 was 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