

City of Bondurant

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



Meeting Minutes

DATE: April 28, 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, Karen Keeran, Andy Mains,
Wes Hoyer, Kristin Brostrom, *Lisa Cameron (Joined at 6:10pm)

Members Absent: Torey Cuellar

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 Hoyer to approve of the April 28, 2022, meeting agenda. Vote on Motion 5-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve of the April 14, 2022 meeting minutes. Vote on Motion 5-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

None

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

Director Murray explained that this is the site plan that was shown at the last meeting, April 14th. The new site plan shows the additional pavement area and calls out the plans for future paving in the existing gravel area. The plan has been updated to call out ADA compliant stalls. The Applicant has also signed a statement that they have and will continue to meet conditional use permit requirements as outlined in the code. The applicant has also submitted the building

elevations which meets the code requirements relating to the architectural requirements. Staff is recommending approval subject to conditions. Staff is still waiting on a response from the engineer regarding stormwater management since additional paving is proposed.

Sheena Kannegieter, the applicant for the site plan, indicated that the trash will be located inside the building rather than outside.

Member Mains asked if the applicant is wrapping the driveway around the building. He is wondering if the drive would be too tight of a turn for vehicles. The applicant indicated that no customers will be using the driveway and that only staff for the automobile shop will utilize the drive.

Member Mains asked how the waste will be picked up. The applicant stated that the dumpster is on wheels and that they take it out on Mondays. The waste collectors then come to pick it up. The applicant stated that after the refuse is collected, they roll it back into the shop.

Member Mains asked if the garage doors will be glass or finished insulation. The applicant indicated that they will be finished insulation.

Member Brostrom asked if the city requires the site plan to be signed by a professional, as the site plan is currently not signed and does not have a seal. She indicated that she would like to see these signed by a certified professional. Director Murray indicated that they would need correspondence with the City Engineer and that they will look into requiring signatures on site plans.

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve of Resolution No. PZ-220414-12 *“Regarding recommended approval of the A-3 Auto site plan for an addition at 108 NE Hubbell Avenue”* subject to the following conditions:

1. That the applicant must submit a signed letter acknowledging that all Conditional Use Permit requirements of Section 178.08.6 of the Zoning Code, titled Design Standards for Auto Sales or Recreational Sales, will be met as a result of this request, with the exception of a 3-year temporary waiver of Section 178.08.6.B.9 relative to the curbing requirement of the current pavement area proposed due to the owner’s plans for future paving adjacent to this current paving area.
2. That if an exterior dumpster will remain as a result of this project, that it be fully enclosed in a structure of similar appearance to the principal structure on the lot as is required by Section 178.08.6.B.5.
3. That the non-residential overhead doors shall be installed in a similar color as the addition area proposed so that adequate treatment requirement of Section 179.01.2.I.1.a of the Zoning Code is met.
4. That should the City Engineer request any additional stormwater management as a result of the updated site plan submittal, that this information be submitted for review/approval prior to beginning any pavement work.
5. That sidewalks may be required if/when the City determined a logical connection exists, as is allowed per Chapter 136 of the City Code.

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

- b. PUBLIC HEARING: Request for rezoning from Agricultural (A-1) to Medium Industrial (M-2) on land owned by the City of Bondurant at Parcels 230/00455-008-000, 230/00455-000-000, and 230/00455-009-000

Motion by Commission Member Mains, seconded by Commission Member Clayton to move into a public hearing. Vote on Motion. 5-0-0. Motion carried.

Director Murray explained the nature of the request. The request is initiated by the City of Bondurant. She indicated that in general, when parcels are annexed into the city, they default to A-1 agricultural zoning. The request proposes a M-2 Industrial zoning so that it may allow for the future civic campus project.

Planning and Zoning Commission Member Lisa Cameron joined the meeting at 6:10pm

Director Murray indicated that the city released a request for proposals (RFP) for the future civic campus project. The city is proposing the industrial zoning as the city campus may have outdoor storage for the public works department.

Member Keeran asked about the shape of the area. Director Murray indicated that the city would be constructing out the intersection to allow for additional stacking for vehicles. She also indicated the area to the east would be a certified industrial site. City Administrator Oliver indicated that some platting off of this area would be needed.

Director Murray informed the commission that neighbors have been notified about the rezoning. No formal comments have been received regarding the rezoning.

Sheena Kannegieter, a resident of Bondurant, asked about the house previously owned by Knuth. She indicated that the area in question has large trees, and she is wondering if those trees will be removed. City Administrator Oliver indicated that the city's policy is to preserve the trees when possible and appropriate. Director Murray indicated that this is something the city may consider when implementing the project.

Evie Bush, a resident of Bondurant asked if there will be a stop light at the intersection. City Administrator Oliver indicated that there will be a controlled intersection. The city intends to have a stop light placed in the area, but it is regulated by the Iowa Department of Transportation, so the final decision would be up to the State of Iowa. She is hopeful that a streetlight can be placed at the intersection.

Member Hoyer asked what will happen with the existing emergency services facility. Director Murray provided background that the facility does not have a lot of space currently, which is what is triggering the project. She indicated that the existing buildings may provide opportunity for recreational or civic uses, or it may allow for redevelopment for private entities, though at the moment, it is undecided.

Member Clayton inquired about the parcels and zoning for the smaller areas surrounding where the general location of the city campus would be. City Administrator Oliver indicated that MidAmerican Energy expressed interest in building a substation. Member Clayton expressed that he is not in favor of it being close to the highway due concerns relating to visual aesthetics and scenery.

Director Murray indicated that the parcel considered for rezoning is owned by the city. Member Clayton asked what the parcels would be utilized for. He indicated that it may be beneficial to reconfigure the roadway to allow for additional development to occur, such as commercial.

Nate Kannegieter, a resident of Bondurant, asked about the timeframe for the project. City Administrator Oliver indicated that this summer they are working on the underpass further south. This fall, they are wanting to start constructing out the intersection. Mr. Kannegieter asked if the stoplight is contingent on the county or state. City Administrator Oliver indicated that the State permits this, as it is a state highway. She inquired if the state may be favorable to implementing

the stop lights. Oliver indicated that there are some requirements and studies that the state require. She also indicated that the city may consider looking at the speed limit in the area to the north, to lower it as you come into the town. City Administrator Oliver indicated that the site seems to be appropriate for a signal.

City Administrator added that siting of the new city campus facility was chosen to allow for emergency personnel to respond to emergencies, as it is in close proximity to the highway.

Motion by Commission Member Mains, seconded by Commission Member Clayton to close the public hearing. Vote on Motion. 6-0-0. Motion carried.

- c. RESOLUTION NO. PZ-220428-13: Considering recommended approval of the request for rezoning from Agricultural (A-1) to Medium Industrial (M-2) on land owned by the City of Bondurant at Parcels 230/00455-008-000, 230/00455-000-000, and 230/00455-009-000

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve of Resolution No. PZ-220428-13 *"Considering recommended approval of the request for rezoning from Agricultural (A-1) to Medium Industrial (M-2) on land owned by the City of Bondurant at Parcels 230/00455-008-000, 230/00455-000-000, and 230/00455-009-000"*

Roll Call – Ayes: Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom. Commission Member Clayton. Member Cameron. Nays: none. Abstentions: none. Vote on Motion 6-0-0. Motion carried.

7. Discussion Items

City Administrator Oliver and Director Murray showed the City of Altoona's future land use map. The map shows that the future land use map goes up to the City's civic campus area. They had indicated that the City of Altoona had not consulted with the City of Bondurant in regard to the future land use map which conflicts with Smart Planning Principles adopted by the State of Iowa.

Member Clayton noted that Altoona's Future Land Use map shows the regional commercial area that was recently adopted by the City of Bondurant.

Member Mains asked if the city has reached out to the surrounding landowners regarding annexation petitions. City Administrator indicated that the City of Bondurant has reached out to landowners regarding future annexations.

City Council Member Liaison Sillanpaa asked about the City of Altoona's corporate limits. Director Murray showed the corporate limits on a map. Member Clayton indicated that the city had extended their future land use map out towards the City of Mitchellville and Pleasant Hill as well.

City Administrator Oliver expressed concern regarding the future land use map.

Sheena Kannegieter asked if the City can annex these areas first. City Administrator Oliver indicated that they are trying to be proactive in annexations. Additionally she added that the City of Bondurant has attempted to initiate discussions with the City of Altoona regarding establishing a 28E Agreement, though it has been unsuccessful due to lack of cooperation over the last 5-years.

Member Clayton indicated that the City of Altoona may be interested in these areas as it is ideal and viable for development. He then expressed concern as the city may hurt the school district through its development practices and provided the example of the Facebook Data Collection Center that was granted tax abatement.

Director Murray indicated that the areas near the interstate area seem to be more viable for industrial type uses and that the city anticipates pursuing certified sites in this area. The City of Altoona is showing residential areas on their future land use map currently.

Member Cameron asked about what the next step would be after discovering this information. City Administrator Oliver indicated that she would like to schedule a meeting with the new City Administrator for Altoona to hopefully facilitate discussions and better relations between the two cities. She indicated that in previous conversations the city has had with the City of Altoona, that they had indicated that they would like to annex up to 2nd street on the west side of Bondurant's corporate limits.

8. Reports / Comments and appropriate action thereon

- a. Commission Members
 - Wes Hoyer – None
 - Kristin Brostrom – None
 - Lisa Cameron – None
 - Andy Mains – None
 - Brian Clayton – None
- b. Commission Co-Chair – Member Keeran thanked City Administrator Oliver for taking initiative and keeping Bondurant's interest in mind.
- c. Planning & Community Development Director – None
- d. City Administrator – On May 9th, a special city council meeting will take place regarding the underpass project, which will be completed in November.
- e. City Council Liaison – Sillanpaa encouraged the city to utilize the City of Altoona's future land use map to leverage property owners to sign annexation petitions to join the City of Bondurant.

7. Adjournment

Motion by Commission Member Hoyer, seconded by Commission Member Mains to adjourn the April 28, 2022, meeting. Vote on Motion. Motion carried unanimously.

Meeting adjourned at 6:52 PM