

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Bondurant Planning and Zoning Commission
Minutes
October 28, 2021

1. Call to Order
Commission Chair Cuellar called the meeting of the Planning & Zoning Commission to order at 6:02 p.m. and declared a quorum.
2. Roll Call

Present:	Commission Member Brian Clayton, Commission Member Andy Mains, Commission Member Torey Cuellar, Commission Member Karen Keeran, Commission Member Wes Hoyer, Commission Member Kristin Brostrom (joined at 6:23 p.m.)
Absent:	Commission Member Lisa Cameron
City Officials Present:	City Administrator Marketa Oliver, Planning & Community Development Director Maggie Murray
3. Perfecting and Approval of the Agenda
Motion by Commission Member Mains, seconded by Commission Member Keeran, to approve the agenda as is. Vote on Motion 5-0. Motion carried.
4. Approval of Minutes
Motion by Commission Member Mains, seconded by Commission Member Clayton, to approved the September 23, 2021 meeting minutes. Vote on motion 5-0. Motion carried.
 - a. September 23, 2021
5. Guests requesting to address the Planning and Zoning Commission
None
6. Action Items
 - a. RESOLUTION NO. PZ-211028-23: Considering recommended approval of the Myers Site Certification Annexation Area
Murray summarized the agenda statement. Being considered for recommendation by the Commission is annexation of 70.00 acres of land currently situated in unincorporated Polk County. This annexation area is comprised of 2 parcels - one currently owned by the Nelsons and the other currently owned by Kathryn Zimmer and Robert Johnson.

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Jamie Myers of Paramount Development is in the process of purchasing these parcels. This annexation is considered 100% voluntary. Since it falls within 2 miles of Altoona's city limits, the State's City Development Board must review after City Council has approved locally. Murray explained the City of Bondurant is currently pursuing site certification through the IEDA's Certified Site Program, and a requirement is that this property is situated within Bondurant's city limits.

James and Sheryl Weston, 1920 2nd Street NE, were in attendance. The Westons asked for clarification on whether or not their property is being considered for annexation? Murray explained that no, their property is not currently being considered for annexation (it's already within city limits). The land currently being considered for annexation is the property south of 2nd Street NE comprised of 70 acres and owned by the Nelsons and the Zimmers/Johnsons.

The Westons asked about what development could occur on this annexation land? Commission Member Keeran explained that land use will be discussed during the next

Murray noted that when the Commission reviews annexations, they review for consistency with the Comprehensive Plan, street and utility connectivity, and public comments received. This annexation request is consistent with the Comprehensive Plan, which notes that annexation can be explored in this area of 2nd Street NE east of Highway 65. Utilities and streets will be reviewed in further detail if/when development occurs, but Murray noted that the development must follow the Streets Master Plan. Murray noted that as required by Iowa Code, the City notified the following entities: City of Altoona, Polk County Board of Supervisors, Polk County Attorney, area utilities, and the Des Moines Area Metropolitan Planning Organization - no comments have been received.

Mention by Commission Member Mains seconded by Commission Member Clayton, for recommended City Council approval of PZ-212018-23, regarding the annexation of land known as the Myers Site Certification Area into Bondurant's city limits. Roll Call: Ayes: Commission Member Clayton, Commission Member Cuellar, Commission Member Mains, Commission Member Hoyer. Nays: None. Absent: Commission Member Brostrom, Commission Member Cameron.

- b. PUBLIC HEARING - Request for rezoning from Agricultural (A-1) to Medium Industrial, on property currently being considered for annexation on land known as the Myers Site Certification Area, pending annexation; and request for Future Land Use Map amendment from Reserve Ag/Residential and Reserve Industrial to Industrial.

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Motion by Commission Member Hoyer, seconded by Commission Member Mains, to close the regular Planning & Zoning Commission meeting at 6:12 p.m. and enter into the public hearing regarding the request for rezoning from Agricultural (A-1) to Medium Industrial (M-2), on property currently being considered for annexation on land known as the Myers Site Certification Area, pending annexation; and request for Future Land Use Map amendment from Reserve Ag/Residential and Reserve Industrial to Industrial. Vote on Motion 5-0. Motion carried.

Murray summarized the agenda statement.

James & Sheryl Weston, 1920 2nd Street NE, asked for clarification on street connectivity plans.

Wally Pelds, Pelds Design Services, summarized the preliminary street realignment plans.

Murray noted that development must follow the City's Streets Master Plan, which guides for a realigned intersection of 2nd Street NE out to Highway 65. Murray also noted the street realignment is also shown as a preliminary concept in the City's Comprehensive Plan.

The Westons asked for clarification on uses allowed on this site. Oliver explained that the use proposed must meet the use requirements of the City's Medium Industrial (M-2) District.

Commission Member Mains noted industrial in this area makes sense, as there has been other recent industrial development in this area (Bondurant Industrial Park).

Commission Member Clayton asked for clarification from the developer on if a use has been identified yet for this site? Sasi Karuturi, Paramount, noted that no final use has been established yet, but they are seeking M-2 zoning to assist in determining a final end user.

Commission Member Clayton noted that as part of the eventual detailed site plan process, items such as screening and parking lot lighting will be reviewed.

The Westons asked for clarification on whether or not their property at 1920 2nd Street NE is being considered for rezoning? Murray explained that no, their property is not currently being considered for rezoning. The only property being considered for rezoning is the 70 acres associated with the annexation request. Murray explained that if a rezoning application were to be submitted for property at 1920 2nd Street NE in the future, the Planning & Zoning Commission and City Council would

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

look to its Future Land Use Map as part of its Comprehensive Plan for guidance on an allowable zoning designation. The Future Land Use Map currently guides for industrial use on the property at 1920 2nd Street NE.

Commission Member Clayton asked if Alan Knuth is aware of the street realignment plans? Oliver noted that yes, the City has been in discussions with Mr. Knuth.

Motion by Commission Member Clayton, seconded by Commission Member Keeran, to close the public hearing and enter back into the regular Planning & Zoning Commission meeting. Vote on Motion 5-0. Motion carried.

- c. RESOLUTION NO. PZ-211028-24: Considering recommended approval of the Myers Certified Site rezoning request from Agricultural (A-1) to Medium Industrial (M-2) on property currently being considered for annexation; and recommended approval of the Future Land Use Map amendment from Reserve Ag/Residential and Reserve Industrial to Industrial.

Commission Member Brostrom entered the meeting at 6:23 p.m.

Motion by Commission Member Mains, seconded by Commission Member Keeran, recommended City Council approval regarding PZ-211028-24, regarding recommended approval of the rezoning request for Agricultural (A-1) to Medium Industrial (M-2), pending annexation, and recommended approval of the Future Land Use Map amendment request from Reserve Ag/Residential and Reserve Industrial to Industrial on land known as the Myers Certification Area. Roll Call: Ayes: Commission Member Clayton, Commission Member Cueller, Commission Member Keeran, Commission Member Mains, Commission Member Hoyer, Commission Member Brostrom. Nays: None. Absent: Commission Member Cameron. Motion carried 6-0.

7. Discussion Items -

- a. Discuss potential amendment to the Highpoint Estates development area

Murray explained this is a discussion topic only. The owner of the Highpoint Estates parcel is seeking preliminary feedback from the Planning & Zoning Commission and City Council regarding a potential change to development plans for Highpoint Estates, which is the land just north of the Junior High/High School area. The owner is interested in establishing some townhome units in this development area. The Planning & Zoning Commission and City Council previously approved a preliminary plat for single-family detached development on this entire

parcel area.

Seth Moulton, property owner of Highpoint Estates, noted that he is facing some development challenges for this property as it relates to utility costs, the trail along Grant Street North, while still working around the large natural gas easement located on this property. Moulton noted that he is proposing a mix of single-family detached and owned-occupied townhome units. He noted that he has a similar development in Ankeny where there are single-family detached homes and townhome units located in the same area. The Ankeny townhome units are 26'-wide.

Commission Member Keeran noted she is open to townhomes, but does not want all of the units looking the same. Moulton noted that he is on board with this comment and understands the importance of variability. He noted that every exterior can be unique, as was done in Ankeny.

Commission Member Brostrom noted she is okay with townhomes in this area. She noted that there will need to be some thought put into the driveway layouts, to make sure that the streets are not all just driveway. Moulton noted that the Ankeny units each have their own driveway, but driveway sharing is something that can be considered for this Bondurant development.

Branden Stubbs, Stubbs Engineering, also noted no concerns with driveway sharing. Stubbs mentioned the possibility of installing rolled curbs. Commission Member Brostrom noted this is not allowed in Bondurant on public streets.

Murray asked for clarification on how deep they intend on having the driveways be? Moulton noted that the Ankeny project either has 25' or 30'-wide deep driveways, which is deep enough to park a vehicle without overhanging into the public sidewalk area.

Commission Member Brostrom noted that the original layout had just 14 homes along the south east/west street. This updated concept shows 30 units, so this is where some thought needs to go into driveway design. Moulton noted they can do some mock up site plans to show potential driveway locations.

Commission Member Mains noted concerns over the density proposed. He noted that he appreciated the original plans for single-family development in that the developer was not asking for a Planned Unit Development (R-5) zoning designation. Mains noted concerns that the increased density will generate increased traffic, which is a concern near the school.

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Commission Member Clayton asked for clarification on the developer's intended price point? Moulton noted that the Ankeny units are selling for \$238,000-\$241,000, which is approximately \$90,000 less than what a typical single-family detached unit could sell for. Moulton noted that since this site is only approximately 20 acres, this makes it challenging to reach a price point that owners are willing to pay for at this location.

Commission Member Clayton asked if these units will have basements? Moulton noted that no, they will not. He is proposing that all units be slab on grade.

Commission Member Clayton noted that he cannot support this project due to the slab on grade and the increased density.

Moulton noted the units will be 1,600 SF each. They will be 3-bedroom units.

Murray asked for clarification from the Commission, since they have noted density concerns, on if there is a preferred balance between single-family detached and townhome units if the current concept is considered too dense? Commission Member Mains noted that he does not understand why the concept is showing townhome units along the south adjacent to the school. Mains noted this area should be single-family detached. Mains noted that he would instead prefer the townhome units follow the arterial streets of Grant Street North and 16th Street NE only, like an L.

Oliver noted that Council has required basements in townhome units in other recent Planned Unit Developments. She noted basements were required in the Arbor Ridge Villas. Oliver noted that Council is resistant to slab on grade. Moulton noted that a basement will increase the cost per each unit by approximately \$25,000. He noted this additional \$25,000 would push these units out of the affordable range he is targeting. He noted that if basements are required, he will not move forward with development at this location.

Commission Member Clayton noted he is concerned with the amount of dirt being brought onto this site. Commission Member Brostrom noted this is more of a Bob review item through the detailed construction plan and stormwater management report review process and not a zoning issue.

Commission Member Hoyer noted he appreciates the developer coming to the Commission for preliminary feedback. Hoyer noted that he is not in favor of residential at this location, regardless of residential type. He feels commercial or school use would be the best use for this site.

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

Commission Member Clayton noted he is struggling with the townhome units proposed. He feels the City must protect its views along the main corridors. Townhome units all tend to look the same.

Commission Member Keeran asked for clarification on the zoning designation that would be required. Murray explained that a Planned Unit Development (R-5) zoning designation would be required. The only other District that allows for townhome units is the High Density Residential (R-3) District, however, this District does not seem to take into account townhome type units and instead seems to focus on apartment buildings only, as the minimum lot size is 9,000 SF. The R-3 District also notes that multi-family can only locate on existing lots of record, which these are not.

Commission Member Cuellar noted density concerns, which then creates traffic concerns. Cuellar noted that she appreciates the walkability aspect in that the townhome units would be close to the school. She feels this is a big change to the previously-approved plans due to the number of townhome units proposed.

8. Reports / Comments and appropriate action thereon:

a. Commission Members

Commission Member Clayton - noted that he is struggling with development proposals with multi-family along the main corridors, as these developments all look the same. Commission Member Cuellar noted that we as a community seem to push back on anything high density; are we not looking for high density? Cuellar noted that it seems like the only area that has been considered acceptable for this type of use is along Highway 65.

Commission Member Mains noted he appreciated the previous concept for Highpoint Estates because it was not a planned unit development. Commission Member Brostrom noted that she feels the City should not be afraid of PUDs. PUDs are a tool cities can use to allow for a phasing of lots. Cities can place enhanced site design requirements on these types of developments, specifically about street connections and easement areas. These conditions help with predictability for developers.

Commission Member Keeran - noted there are dead trees on Amazon's Project Bluejay site.

Commission Member Brostrom - asked if the waving Santa is still around to be placed out for the holidays? Oliver noted that this Santa no longer

**Due to the COVID-19 concerns and social distancing recommendations, a virtual meeting was offered.*

functions, so he has been decommissioned.

Commission Member Hoyer - none.

b. Commission Chair

Commission Member Cuellar - none.

c. City Administrator

City Administrator Oliver - noted that Council will be considering a resolution at their November 1st meeting to authorize creating an Associate Planner position.

d. Planning & Community Development Director

Planning & Community Development Director Murray - noted that there will be no P&Z meetings on November 11th or November 25th, but we will likely have a special one on November 18th. Noted there is an upcoming P&Z/City Council/Comprehensive Plan Advisory Committee joint session on Monday, November 29th at 6:00 p.m. Noted the survey on the Comprehensive Plan's website is live - so please take within the next few weeks. Noted that the City recently established a joint Code Enforcement Officer/Public Works position.

e. City Council Liaison

Absent

9. Adjournment

Motion by Commission Member Mains, seconded by Commission Member Clayton, to adjourn the meeting of the Planning & Zoning Commission at 7:31 p.m. Motion carried.