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

Bondurant Planning and Zoning Commission
Minutes
May 13, 2021

1. Call to Order

   Commission Member Cuellar called the meeting to order at 06:02 PM.

2. Roll Call

Present:	Commission Member Karen Keeran, Commission Member Andy Mains, Commission Member Brian Clayton, Commission Member Torey Cuellar, Commission Member Kristin Brostrom
Absent:	Commission Member Wes Hoyer
City Officials Present:	City Administrator Marketa Oliver, City Clerk Shelby Hagan

3. Perfecting and Approval of the Agenda

   Motion by Commission Member Mains, seconded by Commission Member Clayton, to approve the Agenda. Vote on Motion 5-0. Motion carried.

4. Approval of Minutes

   Motion by Commission Member Mains, seconded by Commission Member Clayton, to approve the April 15, 2021 minutes. Vote on Motion 5-0. Motion carried.

   a. April 15, 2021 Planning & Zoning Commission Meeting Minutes

5. Guests requesting to address the Planning and Zoning Commission

   None.

6. Action Items

   a. PZ-210513-09-Consideration of Recommendation of May 2021 Urban Renewal Plan Amendment

      Motion by Commission Member Clayton, seconded by Commission Member Mains, to recommend approval of the Urban Renewal Plan Amendment and updating the District. Roll Call: Ayes: Commission Member Clayton, Commission Member Mains, Commission Member Cuellar, Commission Member Keeran, Commission Member Brostrom. Nays: None. Absent: Commission Member Hoyer. Motion carried 5-0.

   b. PZ-210513-10-Resolution of Recommendation approving the site plan for the Sales of Fireworks

Motion by Commission Member Brostrom, seconded by Commission Member Mains, to Approve RESOLUTION NO. 210513-10. Roll Call: Ayes: Commission Member Clayton, Commission Member Mains, Commission Member Cuellar, Commission Member Keeran, Commission Member Brostrom. Nays: None. Absent: Commission Member Hoyer. Motion carried 5-0.

c. PZ-210513-11-Resolution regarding Shiloh Rose Business Park Plat 2 Final Plat

Commission Member Clayton questioned stormwater retention. Chris Bauer, Shive-Hattery, presented comments regarding the stormwater and drainage of the property. Commission Member Brostrom questioned sidewalks and future installment. Commission Member Clayton also questioned sidewalks and the funding. City Administrator Oliver recommended to make the adjustments pertaining to the sidewalks in the resolution for Council approval.

Subject to further comments received during the Commission meeting, staff recommends approval of the Shiloh Rose Industrial Park Plat 2 Final Plat, subject to the following Code clarification items being addressed:

1. That this final plat approval also includes waiver of review of the preliminary plat.
2. That approval of the Shiloh Rose Industrial Park Plat 2 Final Plat includes waiver of the sidewalk installation requirement along the Franklin Street SW/NE 64th Street right-of-way, as a future trail will be constructed in this right-of-way if/when a logical connection exists and that the Developer be required to put money in escrow for the five-foot sidewalk along 64th Street that will contribute to the cost of the trail.(Please note that I recommend that this language read that the cost of the five-foot sidewalk be assessed to the lot owner when the trail is developed, because the timeline is unknown for trail development and today's cost would be much less than future construction.)
5. That should there be any additional easement needs noted by private utilities, the final plat must be updated to reflect any updated easements.

Motion by Commission Member Clayton, seconded by Commission Member Mains, to Approve RESOLUTION NO. 210513-11 with the above recommendations. Roll Call: Ayes: Commission Member Clayton, Commission Member Mains, Commission Member Cuellar, Commission Member Keeran, Commission Member Brostrom. Nays: None. Absent: Commission Member Hoyer. Motion carried 5-0.

7. Reports / Comments and appropriate action thereon:

a. Commission Members

Brostrom - None.
Keeran - Questioned the Dee Street Deceleration Lane.
Clayton - Questioned Jr. High Turn Lanes, turn lanes in sizeable developments.
Mains - Questioned Casey's Site Plan.

b. Commission Chair

None.

c. Planning & Community Development Director

Absent.

d. Administrator

Upcoming pre-application meetings.

e. City Council Liaison

Absent.

8. Adjournment

Motion by Commission Member Mains, seconded by Commission Member Clayton, to adjourn the meeting at 6:19 p.m. Vote on Motion 5-0. Motion carried.