

City of Bondurant

Planning and Zoning Commission

200 2nd St NE, PO Box 37

Bondurant, IA 50035



Meeting Minutes

DATE: September 22, 2022 Torey Cuellar, Chair

1. Call to Order 6:00 pm

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

Members Absent: None.

City Official Present: Planning & Community Development Director, Maggie Murray
City Administrator Marketa Oliver, City Planner Isaac Pezley

3. Perfecting and Approval of the Agenda

Motion by Commission Member Mains, seconded by Commission Member Clayton to approve of the September 22, 2022, meeting agenda. Vote on Motion 7-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Keeran to approve of the September 8, 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-220908-27: Considering recommended approval of the 2514 Robinson Avenue NE Site Plan.

Daniel Willrich with Pelds Design stated this building will be similar to the builds Pelds Design and Premier has already built in this subdivision. Pezley stated the proposed

building is currently meeting parking and loading requirements. City staff identified three items that need to be addressed. The first item is in regard to an access easement located along the southern property line. There is currently no access easement, this easement will need to be recorded prior to final plat approval.

Connection district fees need to be paid before approval of the plat. The final item pertains to the interior landscaping and tree planting. There was some confusion among the submitted preliminary plats that need to be cleaned up prior to approval. Willrich stated there are no concerns about issues brought up by the City.

Mains stated he has a concern about the provided number of trees. Keeran also stated she has concerns with the buffering between this lot and the existing trail along the northeast property line of the lot.

Mains asked about the intent of the open area in the northern portion of the lot. Pezley stated the applicants have indicated it will be an outdoor storage area, if this is so they will be required to meet City standards for outdoor storage. Willrich stated to his knowledge, there is no tenant lined up for this building. Willrich stated they provided this area in case a tenant would want an outdoor storage area. Murray stated the agenda statement does address this screening this area.

Mains asked about the trees and landscaping requirements. Oliver stated it will be addressed and staff calls this out in their agenda statement.

Motion by Commissioner Mains, seconded by Commissioner Clayton to approve Resolution No. PZ-220908-27 considering approval of the site plan for 2514 Robinson Avenue NE.

Roll Call – Ayes: Commission Member Hoyer, Commission Member Clayton, Commission Member Cameron, Commission member Mains, Commission Member Keeran, Commission Member Cuellar, Commission Member Brostrom. Nays: none. Abstentions:.. Vote on Motion 7-0-0. Motion carried.

B. RESOLUTION NO. PZ-220922-28: Considering recommended approval of the Park Side Estates Preliminary Plat.

Eric Cannon, with Snyder & Associates, presented to the Commission. Cannon stated this is the same layout as presented a couple of meetings ago when this property was rezoned. There will be a total of 30 single-family residential lots. There will be two stormwater detention ponds located in two separate outlots. There will be no residential lots located in FEMA flood lots. Cannon stated they are currently working through comments submitted by V&K and will update the plats as needed.

Oliver asked about the “future 8’ trail by others”. Cannon stated they are proposing a 8’ trail to the southern property line of the subdivision and allow for a future connection to the City trail. Oliver stated the city anticipates the trail connection will happen further east. Oliver and Cannon had further discussions regarding the placement and size of a potential trail.

Clayton asked about the sidewalk along Pleasant Street located on the western property line of the subdivision. Clayton stated this sidewalk leads to nowhere and would open to forgoing the installation of a sidewalk until further sidewalk is installed along Pleasant Street. Brostrom agrees, however, the developer needs to submit cash or bonds for the future installation of the sidewalk. Cannon stated, typically, the home builder is required to install the sidewalk at the time of construction. The applicant stated the developer would install the ADA required pedestrian ramps and the homeowner would be required to install the sidewalk. Cannon stated it would be the prerogative of the City on whether the installation of the sidewalk would be required now or later. Cannon stated they can add something to the Plat to show the installation of the sidewalk would be contingent upon the City requiring them.

Cueller asked if Cannon had a chance to review the comments provided by City staff. Cannon read through the comments and stated they should not be a concern.

Motion by Commissioner Mains, seconded by Commissioner Clayton to approve Resolution No. PZ-220922-28 considering recommended approval of the Park Side Estates Preliminary Plat with staff recommendations to move sidewalk onto Outlot Z, and the sidewalks on the west property line of Lot 1 and Lot 30 to be shown to be installed at a later date.

Roll Call – Ayes: Commission Member Hoyer, Commission Member Clayton, Commission Member Cameron, Commission Member Mains, Commission Member Keeran, Commission Member Cuellar, Commission Member Brostrom. Nays: none. Abstentions:.. Vote on Motion 7-0-0. Motion carried.

C. Public Hearing: Regarding text amendments to Zoning Code regarding Home Occupations.

Motion by Commissioner Mains, seconded by Commissioner Clayton to close the regular meeting and open Public Hearing regarding text amendment to Zoning Code regarding Home Occupations.

Roll Call – Ayes: Commission Member Hoyer, Commission Member Clayton, Commission Member Cameron, Commission Member Mains, Commission Member Keeran, Commission Member Cuellar, Commission Member Brostrom. Nays: none. Abstentions:.. Vote on Motion 7-0-0. Motion carried.

Oliver stated these code sections are being made to comply with recent changes to state code. Keeran asked about the requirement regarding non-family members. Keeran asked if an in-home daycare would be allowed to have a non-family member employed. Pezley stated they would, and home daycares are not considered home occupations. Murray stated this is not a new change to the code, but an existing.

Pezley stated the state code no longer allows cities and counties to place additional rules and regulations on no-impact home businesses. Pezley stated this essentially means that cities cannot place any regulations upon home occupations unless the home occupation is in conflict with the residential neighborhood.

Clayton stated he thinks the City is just a wee bit tighter than state regulations in spots. Clayton asked staff about the size requirement for home occupations, as well as trade being sold from the hose. Oliver stated the size requirement is trying to prevent a residential property from being used as a display area. Clayton stated he follows the intent but thinks the size requirement is very difficult to enforce. Clayton stated he believes if the City is going to make changes to the code, it should mimic the state code.

Motion by Commissioner Mains, seconded by Commissioner Clayton to close Public Hearing regarding text amendment to Zoning Code regarding Home Occupations.

Roll Call – Ayes: Commission Member Hoyer, Commission Member Clayton, Commission Member Cameron, Commission Member Mains, Commission Member Keeran, Commission Member Cuellar, Commission Member Brostrom. Nays: none. Abstentions:.. Vote on Motion 7-0-0. Motion carried.

D. RESOLUTION NO. PZ-220922-29: Considering recommended approval of the text amendments regarding Home Occupations.

Motion by Commissioner Hoyer, seconded by Commissioner Cameron to approve Resolution No. PZ-220922-29 considering approve of the text amendments regarding Home Occupations.

Roll Call – Ayes: Commission Member Hoyer, Commission Member Clayton, Commission Member Cameron, Commission Member Mains, Commission Member Keeran, Commission Member Cuellar, Commission Member Brostrom. Nays: none. Abstentions:.. Vote on Motion 7-0-0. Motion carried.

7. Discussion Items – None.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – asked staff if there is a city policy regarding deferment of sidewalk installation. Murray stated not currently, however, V&K Engineering is completing a Streets Master Plan and city staff has requested installation of sidewalks be addressed in the Plan.

Mains – asked about code enforcement for a motorcycle being placed on the sidewalk. Oliver stated city staff would look into it

Clayton – stated that if developers are able to raise up a property to accommodate stormwater issues, they should not be able to build the house without a basement because the sewer main was installed too shallow. Grinder pumps are viable, efficient mechanisms that work. Cameron agreed with Clayton, both grinder pits and ejection pits are effective, and they are not overly expensive. Brostrom asked staff if this is reviewed during the construction

drawings. Oliver provided the Commission with additional information on how the conversation of grinder pumps and the installation of basements came about. Clayton stated staff needs to address this as soon as the Comprehensive Plan is approved.

Keeran – asked staff about a no U-turn sign being placed on Hubbell Avenue by Dee and Washington Street. Keeran asked when a deacceleration lane will be added going into Dee Street. Oliver stated that will not happen until a traffic light is installed. Discussion continued regarding truck traffic.

Hoyer – asked about the installation of sidewalks along Shiloh Rose Parkway crossing 2nd Street NW. Murray stated staff needs to have a conversation with V&K to create a policy to address these instances. Hoyer asked if there are plan to install a formal crosswalk, Oliver stated not at this moment.

- b. Commission Chair – None.
- c. Planning & Community Development Director – None.
- d. City Administrator – None.
- e. City Council Liaison – None.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Clayton to adjourn the September 22, 2022, meeting at 6:57. Vote on Motion. Motion carried unanimously.