

City of Bondurant

Planning and Zoning Commission

200 2nd St NE, PO Box 37

Bondurant, IA 50035



Meeting Minutes

DATE: September 8, 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,

Members Absent: Lisa Cameron

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 Keeran to approve of the September 8, 2022, meeting agenda. Vote on Motion 6-0-0. Motion carried.

4. Approval of Minutes

Motion by Commission Member Mains, seconded by Commission Member Keeran to approve of the August 23, 2022 meeting minutes. Vote on Motion 6-0-0. Motion carried.

5. Guests requesting to address the Planning and Zoning Commission

None

6. Action Items

- A. RESOLUTION NO. PZ-220908-24: Considering recommended approval of the Building Bondurant Comprehensive Plan.

Chris Shires of Confluence presented a PowerPoint presentation to the Commission detailing the Building Bondurant Comprehensive Plan. Shires discussed key

components that were developed through citizen feedback and added the draft plan is available for review on the Comprehensive Plan website.

Abbey Hebbert, also with Confluence, gave the Commission an overview of the vision statement and guiding principles that helped shape the entire plan. Shires and Hebbert overviewed each chapter of the Comprehensive Plan.

Shires identified a portion of the future land use plan that does not reflect the current annexation submitted by Altoona. Shires stated Confluence is working to update this portion of the map. Shires and Hebbert continued to provide an overview of the chapters in the Comprehensive Plan.

Clayton stated the City needs to redo residential subdivision design standards as neighborhoods need to be less bland and have more variation. Clayton stated his concern with downtown parking needs. Clayton also believes the City needs to explore the possibility of selling the existing fire station instead of retaining the building. Clayton stated he believes the fire station building would be a perfect location for retail commercial.

Mains stated he agrees with Clayton about residential subdivision design standards and the fire station. Mains stated subdivisions in Waukee have a lot of brick and stone buildings. Mains reiterated new residential subdivision need to provide more variation and need to get away from cookie cutter houses.

Oliver stated City staff is recommending retaining the existing fire station when the new civic campus site is built out to provide additional space for growing City departments. Oliver expressed concern with the cost effectiveness of building or purchasing a new building. Murray stated staff could soften the language in the Plan.

Brostrom stated she does not see a huge advantage to repurposing the fire station. Brostrom stated downtown should finish building out before the City should explore the possibility of selling the building for additional commercial space. Brostrom added she wants to be realistic about the future land use map and how it should be used as a guide not a end-all be-all document.

Motion by Commissioner Keeran, seconded by Commissioner Brostrom to approve Resolution No. PZ-220908-24 considering approve of the Building Bondurant Comprehensive Plan.

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

- B. RESOLUTION NO. PZ-220908-25: Considering recommended approval of the site plan for the Midstates Precast Products parking lot and office project at 2340 Hubbell Avenue SW.

Murray provided a brief overview of Midstates site plan request. The site plan shows a new parking lot along the southern property line as well as a new office building along the southern property line. The site plan shows the relocation of some trees but the landscaping requirements will meet City Code.

Keeran asked if the removal of trees include the dead trees. Murray stated those trees will be addressed and the new landscaping will address them.

Mains asked if the proposed building will meet setback requirements as it appears very close to the property line. Murray stated the building will meet the 20' side yard setback requirements.

John with Midstates Precast Products stated the proposed building will be right next to a large berm. Keeran asked if the lot to the south is a buildable lot. Clayton asked due to this build out will the lot to the east be developed or sold? John stated he did not know and it would be up to the owner. Murray stated part of the site plan shows the abandonment of the access easement to this lot.

Clayton asked what the size of the proposed building will be compared to the berm. The roof of the proposed building will be visible from the highway, but the remainder of the building will be out of view because of the berm.

John stated they would like to match the exterior of the proposed building to the exterior of the existing building. John expressed meeting the architectural design standards due to cost of materials. Murray and Oliver stated Midstates would be required to obtain a variance to match the exterior of the existing building.

Motion by Commissioner Mains, seconded by Commissioner Clayton to approve Resolution No. PZ-220908-25 considering approve of the site plan for the Midsttes Precast Products parking lot and office project at 2340 Hubbell Avenue SW.

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

C. RESOLUTION NO. PZ-220908-26: Considering recommended approval of the Amazon Truck Wash site plan at 2300 Shiloh Rose Parkway SW.

Murray provided the Commission with an overview of the site plan proposal. Amazon is requesting to install a truck wash to their existing site at 2300 Shiloh Rose Parkway SW.

Brostrom asked about recycling water requirements. James Jones, on behalf of Amazon, stated there will be a recycling system installed and the water that will be discarded will go through an oil separator before being discharged from the site.

Mains asked for clarification that this truck wash will be for Amazon truck only. Jones confirmed that is correct.

Motion by Commissioner Mains, seconded by Commissioner Clayton to approve Resolution No. PZ-220908-25 considering approve of the site plan for the Amazon Truck Wash site plan at 2300 Shiloh Rose Parkway SW.

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

7. Discussion Items –

A. Preliminary Feedback – Single-Family Detached Lot Width Requirements.

Murray stated at the previous Planning and Zoning Commission meeting the Commission raised concerns with Bondurant's lot width requirements and how they compare to other cities in the Des Moines metro area. Murray detailed Bondurant's current R-1 and R-2 lot width requirements and compared them with other cities lot width requirements. Murray stated Bondurant's requirements are in line with other cities but staff would be okay with bumping the R-2 requirements up from 65' to 70'.

Mains stated he would like to see the minimum requirements bumped up to 70' and also increasing the side yard requirements. Oliver stated it would be good to set the side yard requirements to a set amount. Clayton stated the Commission has batted this issue around and he believes the time has come to set the side yard setback requirement. Clayton stated a set setback requirement would be easier for staff to enforce and easier for developers to meet. Clayton stated he also agrees with increasing the minimum lot widths to 70'. Clayton added Waukee is developing 80' wide lots with larger houses.

Keeran stated its time to increase side yard requirements or not allow for equipment to be placed in side yards. Keeran asked staff if this is the appropriate time to discuss residential design guidelines. Murray stated staff would like for the Comprehensive plan to be adopted before beginning that conversation. Oliver agreed and stated the City has to be careful with requiring certain things in R-1 and R-2 districts. Keeran asked about requiring basements, Murray stated the Comprehensive Plan should be adopted first.

The Commission continued discussion regarding creating requirements not allowing the same house to be built upon multiple lots in the same street of a subdivision. The Commission expressed a desire to see more brick and stone requirements in the Code.

B. Preliminary Feedback – Highpoint PUD Conceptual Plan

Murray provided the Commission with a brief overview of previous conversations between he developed and the Commission. Murray stated staff met with the developer and they requested feedback from the Commission. Commission members commented on the increase in density from the previous conceptual plan.

Clayton stated he has already heard complaints about traffic patterns and increase of density in this area. Brostrom stated she does not take issue with the townhouses but thinks the developer is trying to cram too many properties into too small of a property.

Hoyer stated he felt the developer has met the Commission's request for commercial but feels the rest of the property is too dense. Hoyer asked if this entire site should be considered as a commercial development. Brostrom agrees the commercial aspect is good but does not feel the entire property should be developed as commercial.

Brostrom reiterated she likes the idea of residential next to the existing school, but the proposed plan is too dense. The Commission agreed.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Clayton – Kwik Star in Altoona has added additional drainage pipes into the drainage pond located in Bondurant. Clayton stated he understands the developer built the detention pond to accommodate stormwater run-off for the entire development but was it taken into account the amount of concrete Kwik Star has installed. Brostrom stated it would depend on the calculations.

Clayton stated he and his father were driving around Waukee this weekend and his father could pick out certain who developed specific developments. Clayton stated people are buying houses based on what available and reiterated his desire for more requirements to residential design standards.

b. Commission Chair – None.

c. Planning & Community Development Director – Wisteria Crossing was tabled at the City Council level. Additional information was requested to determine if basements would be possible for this development.

d. City Administrator – Reported the underpass is proceeding nicely. Reported Amazon received an Economic Development award. The dog park fence will also be installed yet this fall and the City is hoping for a soft opening.

e. City Council Liaison – none.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Clayton to adjourn the September 8, 2022, meeting at 7:24. Vote on Motion. Motion carried unanimously.