stCity of Bondurant

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

Meeting
Minutes

DATE: October 12, 2023 Karen Keeran, 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: Karen Keeran (Chairperson), Brian Clayton, Jason Vore, Jesse Torres, Andy Mains, Kristin Brostrom

   Members Absent:

   City Official Present: Isaac Pezley, Maggie Murray, Marketa Oliver, Matt Sillanpaa

3. **Perfecting and Approval of the Agenda**

   Motion by Commission Member Mains, seconded by Commission Member Torres to approve of the October 12, 2023 amended meeting agenda. Vote on Motion 6-0-0. Motion carried.

4. **Approval of Minutes**

   Motion by Commission Member Mains, seconded by Commission Member Vore to approve of the September 14, 2023 meeting minutes. Vote on Motion 6-0-0. Motion carried.

5. **Guests requesting to address the Planning and Zoning Commission**

6. **Action Items**

   a. PUBLIC HEARING – Regarding recommended approval of text amendment to Section 177.07 regarding setback requirements for public parks.

Public Hearing opened at 6:02 p.m.

Pezley stated this text amendment was brought before the Commission at last month's meeting. No changes have been made to the proposed text amendment from last month's meeting. Staff reviewed the parks in town and did not find any private parks. Pezley stated at this time the City is not interested in allowing public parks. If that changes, then the staff will explore text amendments regarding private park regulations. Playground equipment is installed by the City and placement of this type of equipment is at the City's discretion.

This text amendment is being driven by the new City park design. The text amendment includes verbiage about staying out of line-of-sight triangles but no other setback requirements.

Public Hearing closed at 6:03 p.m.

b. RESOLUTION PZ-230914-25 – Regarding recommended approval of text amendment to Section 177.07 regarding setback requirements for public parks.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of RESOLUTION PZ -230914-25.

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

c. RESOLUTION NO. PZ-231012-30 – Regarding recommended approval Harvest Meadows Commercial Plat 1 Preliminary Plat.

Pezley stated there are representatives from Civil Design Advantage (CDA) present.

Erin Ollendike with CDA addressed the Commission. Ollendike stated CDA has prepared this plat on behalf of the owners Kimberley Development. This plat is for commercial properties and is located at the intersection of 2nd Street NW and Franklin Street NW. The preliminary plat shows one developable lot and one undevelopable outlot. At this time there are no plans for the development of the outlot. Lot 1 development will be addressed later in the Commission meeting.

Pezley stated staff comments have been addressed.

Clayton asked about trail connection along 2nd Street NW and Franklin Street. Murray stated trail connections in this area when urbanization of 2nd Street and Franklin Street takes places.

Keeran clarified this resolution is for breaking up the existing parcel and the next agenda item is for the actual site plan of the proposed Lot 1. Staff stated that is correct.

Motion by Commission Member Mains, seconded by Commission Member Vore to recommend approval of RESOLUTION PZ -231012-30.

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

d. RESOLUTION PZ-231012-31 – Regarding recommended approval of Casey’s Site Plan.

Ollendike from CDA addressed the Commission. Ollendike stated this site plan is for a Casey’s store on the proposed Lot 1 of Harvest Meadows Commercial Plat 1. The site is approximately 1.6-acres in size and the store would be approximately 4,570 square feet. Fuel tanks are to the northeast of the site, two access points will come off of 2nd Street NW. One entrance, in the southeast corner of the property, will be a full access entrance and the other will be a right-in right-out only access point. A dry-bottom detention basin is to the north of the store, this basin will drain into the existing creek to the northeast of the property.

Keeran asked how large this Casey’s will be in comparison to the Casey’s already located in Bondurant. Ollendike stated it will be closer in size to the newer Casey’s.

Mains asked what the timeline is. Eric Nickel, Casey’s, addressed the Commission. Nickel stated if everything stats on track breaking ground will happen in ay 2024. This store will replace the existing store on 2nd Street NE.

Mains asked what the timeline for street improvements in this area. Murray stated staff is bringing a contract to City Council to hire Veenstra & Kim to complete a study corridor. Murray stated the City’s street project will likely occur in the next couple years. CDA is aware of this street urbanization plan and will work with the City and V&K.

Mains stated he is more worried about foot traffic to this store. Murray stated pedestrian access to this site is a part of the corridor study. Mains clarified the study area would be just west of the 2nd Street NW/Franklin Street intersection to the Fireside Drive intersection, Murray stated that is correct.

Motion by Commission Member Mains, seconded by Commission Member Torres to recommend approval of amended RESOLUTION PZ -231012-31.

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

e. RESOLUTION PZ-231012-32 – Regarding recommended approval of Morgan Estates Plat 3 Preliminary Plat.

Pezley stated the Morgan Estates Plat 3 will create four single-family lots to the west of Morgan Estates Plat 2. Pezley stated there is water in this area but no other public utilities.

Keeran asked why this property is not being rezoned to R-1. Murray stated single-family residential is an allowable use in A-1 District. Clayton stated he is not too concerned about rezoning this area at this time.

Brostrom stated she feels it is unusual to have residential uses on an existing A-1 lot without rezoning it.

Keeran asked if this property is located inside City limits, Murray stated that is correct. The Commission had a brief discussion about the keeping of agricultural animals, Murray stated they would be allowed. Brostrom asked if that is the intent for this subdivision, staff stated they are not sure, the developer did not specify.

The Commission reviewed the intent of the A-1 Agricultural District. Brostrom stated this plat does not seem the intent of the A-1 District. Brostrom stated she believes this seems more like a R-1 District use. Continued discussion regarding the intent of the A-1 District and whether the proposed preliminary plat met that intention.

Murray stated she is comfortable if the Commission tables this preliminary plat in order for staff to review the A-1 District as well as meet with the developers.

The Commission discussed where a turnaround would be constructed on this preliminary plat.

Sillanpaa stated he discussed this plat with Brian Lohse. The intent is to create multiple single-family lots and until the lots are developed they will be used for hay.

Motion by Commission Member Mains, seconded by Commission Member Clayton to table RESOLUTION PZ -231012-32.

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

f. RESOLUTION NO. PZ-230914-28 – Regarding recommended approval of Skol Trucking Site Plan.

Wally Pelds with Pelds Design Services addressed the Commission. Pelds stated this site plan for Skol Trucking shows where they will process their concrete. Skol Trucking will haul the concrete in, crush it on site and then truck the product off site.

Clayton asked if there will be sales from this property, Pelds stated he is not sure but he does not believe that is their intent. Clayton stated this site is abutting a bike and pedestrian trail and is concerned about materials being deposited onto the abutting trail. Clayton asked if Skol has some sort of machinery to clean the trail every once in awhile. Pelds stated the DNR has put out new regulations regarding created air pollution. Pelds stated there are watering systems to help cut down on the created dust. Pelds stated there is a buffer, fence and a detention area between where the crushing will take place and where the trail is. Pelds stated if materials are being deposited onto the trial they will take further action to mitigate the issue.

Keeran asked if adding some trees to the rear property line would help with this. Torres asked what type of machinery would be on site. Pelds stated it is a concrete trailer that crushes concrete into an aggregate. Torres asked how tall this machinery would be, Mains stated they are generally about the height of a semi-trailer. Mains stated from previous site plan review Skol would pile concrete on site and then bring a mobile concrete crushed onsite.

Torres asked if this site plan had come before Commission before. Murray stated a previous site plan had been approved by the Commission and City Council but that site plan has since expired.

Torres expressed concern regarding track out and heavy trucks turning off of and onto Hubbell Avenue. Pelds stated that is part of the reason there are deceleration lanes. Pelds stated ultimately it depends on the processor and he anticipates Skol will keep this site as clean as possible. Pelds also stated they have approached the DOT to reduce the speed on Hubbell Avenue but at this time they are not interested in doing so.

Commission asked about the amount of gravel on-site. Staff explained the original site plan was submitted prior to the passing of the outdoor storage surface requirements. Any new site plans will be required to meet the current outdoor storage surface requirements.

Mains asked about the setback of the fuel tank. Pezley stated the setback is 6’4” and has not heard any comments or complaints from the Fire Marshall.

Motion by Commission Member Mains, seconded by Commission Member Vore to recommend approval of RESOLUTION PZ -230914-28.

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

7. Discussion Items –

a. Preliminary feedback regarding potential substantial modification request to the 2019 Harvest Meadows PUD Conceptual Plan.

Murray stated back in 2019 the Commission and City Council approved the Harvest Meadows Planned Unit Development. This PUD included some commercial areas, single-family residential and townhome residential in Area D. The original approved density was up to 130 townhome units in Area D. Kimberley Development approached staff to determine if staff and the Commission would be open to altering the PUD to 164 townhome units. Altering the PUD would include notification of neighbors and a public hearing at both the Commission level and City Council.

Murray added the amendment would exceed the density requirement for this area is. The development would also partially take place in area that is currently located in areas that are designated as Open Space on the Future Land Use Map. Ollendike stated they have done similar work in FEMA Floodplain areas before. They would be required to raise the development area 1' above the base flood elevation.

Murray stated this is a conceptual design so staff has not completed a full review of the development. However, the design currently shows 25' driveways, these driveways would not be required to increase the driveways to meet the minimum of 30'. Keeran asked if the Commission could require it, Murray stated they could ask the developer. Ollendike stated they would need to look but they may be able to accommodate the 30' driveways. Vore stated longer driveways would help with on-street parking. Murray stated these are private streets which would allow for the 26' wide streets. Ollendike stated they can look at increasing street width.

Clayton stated he is not concerned about building on the floodplain area but he wants to keep the density the same. Pezley clarified, CDA needs to identify what the current density is per developable land and apply it to the new developable area. Ollendike stated they can do that.

Ollendike stated they will take the Commission's comments and go back and see if it is feasible and submit a formal PUD amendment to staff.

8. Reports / Comments and appropriate action thereon

a. Commission Members

Brostrom – none

Clayton – none

Mains – none

Torres – none

Vore –none

Commission Chair –none

b. City Administrator – Opened up BRSC parking lot, hoping to do a groundbreaking for City Park in November. This past Tuesday staff did a virtual walkthrough of the new emergency services building. The current timeline is move in August of 2028. City Park bids are due back October 31, with City Park being ripped up in November. Bids are going out for the realignment of Pleasant Street SE, the City is also beginning to design the new road connecting to the new school buildings. Landus Master Plan is moving forward, the plan is to have ISG at the next Planning and Zoning meeting.

c. Community Development Director – We received two APA awards today for the Civic Campus Master Plan and Central Park Stormwater Master Plan.

d. City Planner – none

e. City County Liaison – none.

7. Adjournment

Motion by Commissioner Mains, seconded by Commissioner Clayton to adjourn the meeting. Vote on Motion 6-0-0. Motion carried. Meeting adjourned.