

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

CITY OF BONDURANT
PLANNING AND ZONING COMMISSION
APRIL 8, 2021
MINUTES

1. Call to Order

Commission Member Cuellar called the meeting to order at 6:02 p.m.

2. Roll Call

Roll call was taken and a quorum was declared.

Present: Virtually: Commission Member Torey Cuellar, Commission Member Karen Keeran, Commission Member Andy Mains, Commission Member Brian Clayton, Commission Member Kristin Brostrom, Commission Member Wes Hoyer

City Officials

Present: City Clerk Shelby Hagan, Marketa Oliver, City Administrator, City Engineer Bob Veenstra

3. Perfecting and Approval of the Agenda

Motion by Clayton, seconded by Mains, to approve the agenda. Vote on Motion 6-0. Motion carried unanimously.

4. Approval of the Commission Minutes – March 25, 2021

Motion by Brostrom, seconded by Hoyer, to approve the March 25, 2021 minutes. Motion carried.

5. Guests requesting to address the Commission – none.

6. **RESOLUTION 21-0408-05:** Considering recommended approval of the site plan at 96 Paine Circle SE.

Erin Ollendike, Civil Design Advantage, explained the site plan. The Commission discussed access points, traffic, the orifice, and freeboard.

Motion by Mains, seconded by Clayton, to approve RESOLUTION NO. 21-0408-05 with the following recommendations:

- 1.) Provide a more adequate freeboard by adding one to two inches.
- 2.) Install a trash guard on the orifice.
- 3.) Deny a variance, if requested, to allow a drive thru due to the lack of queuing space.

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

Roll Call: Ayes: Cuellar, Mains, Keeran, Brostrom, Clayton, Hoyer. Nays: None. Absent: None. Motion carried 6-0.

5. **RESOLUTION 21-0408-06:** Considering recommended approval of the Commerce Crossings Site Plan.

Lou Harden and Ryan Foley, Shive-Hattery, presented the project. The Commission discussed future road network, traffic, signals, truck routes, concerns with truck traffic, screening, etc.

Teresa Tobias, 3517 Hawthorn Drive, SW, inquired about the company.

Dave Hanson, Signature Development, reported that they do not have any tenants for the development yet.

Scott Tobias, 3517 Hawthorn Drive, SW, requested trees be planted for screening purposes.

City Staff, the Commission and the Developer discussed planting trees near the Wolf Creek Development near the park.

Bob Veenstra, City Engineer, and the engineers for the project discussed the water service and fire hydrants.

Motion by Clayton, seconded by Brostrom, to approve RESOLUTION NO. 21-0408-06. Roll Call: Ayes: Cuellar, Mains, Keeran, Brostrom, Clayton, Hoyer. Nays: None. Absent: None. Motion carried 6-0.

6. **RESOLUTION 21-0408-07:** Considering recommended approval of the Highpoint Estates Preliminary Plat.

Branden Stubbs, Stubbs Engineering, presented the project to the Commission. The Commission discussed adjacent property, parkland, zoning, affordability, connecting sidewalks, urbanizing Grant Street, offsite drainage, traffic, etc. The Commission would like to see the stubbed street removed from the proposed plat due to the ownership of the adjacent property.

Commission Chair Cuellar left at 6:56 p.m.

Motion by Brostrom, seconded by Mains, to table RESOLUTION NO. 21-0408-07 until April 15th meeting due to the request of a few changes of the proposed plat. Roll Call: Ayes: Mains, Keeran, Brostrom, Clayton, Hoyer. Nays: None. Absent: Cuellar. Motion carried 5-0.

7. Discussion of Trucking/Concrete in M-2 District.

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

City Administrator is requesting feedback from the Commission for a potential business in the Bondurant Industrial Park. Bobby Colosimo, Skol Trucking, informed the Commission that they recycle concrete. The Commission had questions and concerns regarding debris and screening for the bike trail. The Commission encouraged Colosimo to submit a site plan to further the discussion.

11. Reports/Comments and appropriate action thereon:

- a. Commission Member Comments
 - Mains – None.
 - Brostrom – Questioned Bondurant apparel.
 - Clayton – Questioned MidState's landscaping.
 - Keeran – Questioned the Commission vacancy.
 - Hoyer – None.
- b. Commission Chair Comments – Absent.
- c. City Administrator Comments – Hubbell Development report from Council.
- d. Planning & Community Development Director – Absent.
- e. City Council Liaison – Absent

12. Adjournment

Moved by Mains, seconded by Brostrom, to adjourn the meeting at 7:34 p.m. Vote on Motion 5-0. Motion carried.

Shelby Hagan, City Clerk

ATTEST:

Torey Cuellar, Commission Chair