

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

CITY OF BONDURANT
PLANNING AND ZONING COMMISSION
APRIL 23, 2020
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 Kristin Brostrom, Commission Member Daniel Hoffman-Zinnel, Commission Member Andy Mains, Commission Member Brian Clayton

Absent: Commission Member Joe Phearman

City Officials

Present: Maggie Murray, Planning & Community Development Director; Marketa Oliver, City Administrator; Council Member Doug Elrod; Bob Veenstra, City Engineer

3. Perfecting and Approval of the Agenda

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

4. Approval of the Commission Minutes – April 9, 2020

Motion by Keeran, seconded by Mains, to approve the April 9, 2020 minutes with a minor correction needed to add Council Member Doug Elrod as being in attendance. Vote on Motion 6-0. Motion declared carried unanimously.

5. Guests requesting to address the Commission – None

6. **PUBLIC HEARING** – Regarding recommended adoption of the Bondurant Regional Commercial Master Plan.

Motion by Hoffman-Zinnel, seconded by Keeran, to open the public hearing. Motion carried 6-0.

Chris Shires with Confluence welcomed questions from the Commission.

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

Brostrom noted that 15th Street SE should not be labeled as an arterial commercial street and that the street just south of it should be upgraded from a local. Shires noted that he will update to relabel as both streets as collectors.

Clayton stated that all property owners within the planning area should be notified that the City is considering adopting a plan that will guide future zoning decision in the area. Oliver noted that this is something that can be done by mailing notices.

Motion by Hoffman-Zinnel, seconded by Keeran, to close the public hearing and move back to the regular meeting. Motion carried 6-0.

7. **RESOLUTION NO. PZ-200423-15** – Considering recommended adoption of the Bondurant Regional Commercial Master Plan.

Motion by Brostrom, seconded by Keeran, for recommended approval, subject to the following conditions:

- 1.) That 15th Street SE be updated from an arterial to a collector
- 2.) That the street south of 15th Street SE be updated from a local to a collector
- 3.) That the City notify all property owners of the City Council public hearing.

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

8. **RESOLUTION NO. PZ-200423-16** – Considering recommended approval of the Sankey Summit Phase 2 Preliminary Plat.

Eric Cannon, Snyder & Associates, summarized the proposed Sankey Summit Phase 2 Preliminary Plat.

Keeran asked if the developer could incorporate a second park access to Outlot P on the north side opposite of the proposed south access to help with visibility and overall access to the park. Dave Harmeyer, the developer, mentioned that this is something they could look into.

Brostrom noted potential concerns over the proposed grading of Outlot P. Oliver noted that the City is in the process of running the proposed stormwater report through the City's Stormwater Master Plan stormwater model to make sure that what is proposed does not pond and is usable as a park.

Clayton noted potential drainage concerns near Lot 255. Cannon explained the general stormwater pattern proposed as part of the submitted stormwater report that has been reviewed by V&K.

Brostrom asked about potential burden concerns if NE 86th Avenue shifts all of the way north up to the property to the north. Bob Veesntra noted design limitations due to the existing gas main easement and the existing path of NE 86th Avenue east of Grant Street North. Murray and Oliver also noted that the future NE 86th Avenue will be part of a larger future corridor project by the City.

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

Brostrom noted that the preliminary plat needs to be updated to show the 100-year floodplain. Cannon agreed.

Brostrom noted concerns over Deer Ridge Drive NW connecting all of the way up north to NE 86th Avenue and suggested a potential solution where Deer Ridge Drive NW stops at the south portion of Lot 214 and where a connection up to NE 86th Avenue accommodated for by extending Street I north up the NE 86th Avenue. The Commission agreed that eliminating the connection up to NE 86th Avenue is important as part of their recommended approval.

Clayton suggested another idea from Brostrom's where Deer Ridge Drive NW stops at Street D and then traffic must head west. Cannon noted that this potentially would require a complete redesign of some of the major utilities proposed as part of the development.

Cannon noted that this Sankey Summit Phase 2 Preliminary Plat, one adjustment may be proposed to V&K's Deer Ridge Drive NW Traffic Calming Study, where traffic calming near the south edge of this Phase 2 area is instead incorporated into the Deer Ridge Drive NW trail crossing. This was in reference to the public trail they are showing from the detention pond area leading east to connect out to Grant Street North.

Elrod asked about the detention ponds proposed. Cannon explained that the ponds have been split out into two areas on the south for aesthetic reasons of wrapping a trail in the area. While split, they will function as one system. Elrod asked Cannon if there will be any long-term silt pond issues on the south pond. Cannon noted that there shouldn't be any issues with this.

Motion by Brostrom, seconded by Keeran, for recommended approval, subject to the following conditions:

- 1.) That as agreed upon by the Developer at the Commission meeting, that the Outlot P park also have a second access along the north opposite of the south access.
- 2.) That the traffic calming methods as proposed in the Deer Ridge Drive NW Traffic Calming Study be incorporated as part of the construction drawings and that this may also include a traffic calming method near the proposed trail crossing at Deer Ridge Drive NW.
- 3.) That Deer Ridge Drive NW will not connect up to NE 86th Avenue and instead a connection will exist up to NE 86th Avenue in the area of Street I.
- 4.) That preliminary plat approval is contingent upon successful annexation of all lands shown in this preliminary plat area into Bondurant's city limits.
- 5.) That a waiver to Section 180.05.1.H of the Subdivision Code be granted to allow for a half street and less than half street right-of-way dedication for the future path of NE 86th Avenue due to the location of the existing gas main in this area.
- 6.) That a waiver to Section 180.05.2.G of the Subdivision Code be granted only if the driveways are designed such that all maneuvering is done back on private property so that cars can pull head out onto Grant Street North instead of backing out in this street right-of-way.
- 7.) That a 0.69-acre parkland fee in lieu of dedication will be required by the developer once a final plat has been prepared which contains the 209th lot of this Sankey Summit Phase

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

2 Preliminary Plat area (the 209th lot is the point at which the developer starts to not meet the minimum parkland dedication requirements).

- 8.) That the City's utility comments provided via Bob Veenstra's memos be addressed as part of a preliminary plat resubmittal.
- 9.) That the City's stormwater comments as part of Bob Veenstra's review be addressed as part of a resubmitted stormwater report.
- 10.) That the Public Works comments be addressed as part of a resubmitted preliminary plat.
- 11.) A general note that eventual construction within the area currently shown as being the 100-year floodplain is subject to elevating above and FEMA's LOMR-F approval.
- 12.) That a waiver to Section 180.05.1.E be granted to allow for a 614' cul-de-sac, which is 14' over the maximum allowed in the Code.

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

6. **RESOLUTION NO. PZ-200423-17** – Considering recommended approval of the Sankey Summit Phase 2 Plat of Survey.

Murray explained that the purpose of the submitted Plat of Survey is so that the developer can purchase this Sankey land in phases. With this, the west area is currently within city limits, while the east area is still being considered for annexation by the City Development Board; this is why Parcels 57 & 59 are separate from each other. Murray noted that staff is recommended approval if a general note is added to the Plat of Survey that all future development is subject to the City of Bondurant's review.

Motion by Hoffman-Zinnel, seconded by Mains, for recommended approval, subject to the following condition:

- 1.) That a note be added to the Plat of Survey that all future development is subject to the City of Bondurant's review.

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

9. **PUBLIC HEARING** – Regarding a text amendment to Section 179.01.2.2 of the City's Zoning Code regarding roof slope requirements for multi-family and townhome developments.

Motion by Mains, seconded by Hoffman-Zinnel, to open the public hearing. Motion carried 6-0.

Murray summarized the staff report and asked for questions. The Commission had none. Murray also noted that the current building permit on file for the proposed second apartment complex in Park Side Plat 2 has been approved subject to the developer not doing any roof work until after the amendment considered by Council.

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

Motion by Hoffman-Zinnel, seconded by Mains, to close the public hearing and move back to the regular meeting. Motion carried 6-0.

10. **RESOLUTION NO. PZ-200423-18** – Considering recommended approval of the text amendment associated with agenda item 9.

Motion by Mains, seconded by Brostrom, for recommended approval of the text amendment as proposed. Roll Call: Ayes: Hoffman-Zinnel, Clayton, Mains, Keeran, Cuellar, Brostrom. Nays: None. Absent: Phearman. Motion carried 6-0.

11. Reports/Comments and appropriate action thereon:

a. Commission Member Comments

Hoffman-Zinnel – mentioned that there have been some discussions by Wolf Creek neighbors on why the trees in the area have been removed and if there is a plan for replanting. Oliver noted that staff will follow-up with a social media post explaining why the trees were removed and what the plan is for replanting larger caliper trees.

Keeran – asked the City to post information on the Prairie Point View Subdivision, as there are neighbors asking about this subdivision now that construction has started.

Mains – none.

Phearman – none.

Brostrom – thanked Cuellar for running effective meetings over Zoom. The Commission all agreed.

Clayton – none.

b. **Commission Chair Comments** – none.

c. **City Administrator Comments** – noted that the City is still keeping busy with receiving new build permits during this COVID time.

d. **Planning & Community Development Director** - noted that staff will be introducing a new text amendment topic at their upcoming meeting regarding potentially reducing the General Commercial (C-2) front yard setback from 50' down to 30' based off of some research of what other cities require for similar districts. Murray also noted that staff will also be proposing eliminating Section 177.06 of the Zoning Code, which reads that if a subdivision was reviewed prior to the current Zoning Code, that the front yard setback listed on the subdivision shall be the minimum front yard setback required for a development even if this front yard setback is greater than the Zoning Code's minimum for that district. Murray and Oliver agreed that this is not a necessary section, as it is requiring setbacks greater than what the City requires through its Code.

e. **City Council Liaison** – noted that the Council approved the third ordinance reading for the I-80 Business Park rezoning during their April 20th meeting. Elrod noted that there was an urban chickens discussion during this April 20th Council meeting. One resident was for allowing chickens, while another resident opposed any changes to allow chickens. Elrod noted that Council will have future discussions on this once research is done by staff. Murray also noted that since this potential ordinance would look to regulate use by District, it is also a discussion that the Commission should also have once the research is done.

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

10. Adjournment

Moved by Hoffman-Zinnel, seconded by Brostorm, to adjourn the meeting at 7:33 p.m. Vote on Motion 6-0. Motion carried.

Maggie Murray, Planning & Community Development Director

ATTEST:

Torey Cuellar, Commission Chair