

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

CITY OF BONDURANT  
PLANNING AND ZONING COMMISSION  
NOVEMBER 12, 2020  
MINUTES

1. Call to Order

Commission Member Cuellar called the meeting to order at 6:00 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 Andy Mains, Commission Member Brian Clayton, Commission Member Daniel Hoffman-Zinnel.

Absent: None

City Officials

Present: Maggie Murray, Planning & Community Development Director; Marketa Oliver, City Administrator; Councilman Doug Elrod

3. Perfecting and Approval of the Agenda

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

Murray noted that Joe Phearman recently moved out of town and has submitted his resignation.

4. Approval of the Commission Minutes – October 22, 2020

Motion by Hoffman-Zinnel, seconded by Mains, to approve the October 22, 2020 minutes. Vote on Motion 6-0. Motion declared carried unanimously.

5. Guests requesting to address the Commission – None

6. **RESOLUTION 201112-42:** Considering recommended approval the Mendenhall Plat of Survey (Parcel 2020-2020).

Murray summarized the staff report. The City has received a plat of survey request that will look to split approximately 2 acres of land away from existing farm land owned by Gale Mendenhall in an area east of the Wolf Creek neighborhood. Murray noted that the purpose of this plat of survey is to create a parcel of land to be purchased by the owners of land to the east, Bondurant Commercial

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LLC. This is just an initial plat of survey split. Bondurant LLC will then come back in the following months with an actual subdivision plat which looks to establish the actual right-of-way in this area.

Murray noted that the Future Land Use Map as part of the Bondurant Regional Commercial Master Plan has been included as part of the staff report, but this map will be studied in further detail once the actual subdivision plat and any rezoning applications have been received.

Murray noted staff is recommending approval subject to a code clarification item being included in that the plat of survey shall be updated to include a note that all future development within this plat of survey area is subject to further review by the City.

Keeran noted that the parcel being created seems a bit awkwardly-shaped. Kelsey Scallon, Shive-Hattery, noted that the parcel being created is reflective of the eventual curved right-of-way that will be established in the area. Scallon noted that this future road area will align with the Amazon driveway north of 32<sup>nd</sup> Street SW.

**Motion by Brostrom for recommended approval of Resolution 201112-42 regarding the Mendenhall Plat of Survey, which includes the following condition:**

- 1. That the following note be included on this plat of survey: Any future development within the plat of survey limits is subject to further review by the City of Bondurant.**

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

7. Reports/Comments and appropriate action thereon:

**a. Commission Member Comments**

**Mains** – asked if Amazon is moving forward with their truck parking lot? Murray noted yes and that they have started grading for the berming along Highway 65.

**Brostrom** – none.

**Clayton** – none.

**Hoffman-Zinnel** – noted he is happy with the progress around the Amazon area.

**Keeran** – none.

- b. Commission Chair Comments** – asked if the City ever adopted an ordinance relative to storage pods? Oliver noted no. Cuellar noted that there are storage pods that have been placed in the downtown area. Murray noted that these are actually the City's and have been placed as a result of the library's expansion project. Murray noted these pods will be removed once the library project is finalized.

- c. City Administrator Comments** – noted that Amazon recently announced that they are the Project Omega site. Also noted that Amazon's Project Omega site will be having a ribbon cutting coming up but that this event will be limited due to COVID.

- d. Planning & Community Development Director** – Murray noted that Emily Karwoski is in attendance this evening. Murray noted that there are currently vacancies on the Board of Adjustment, Planning & Zoning Commission, and Parks & Recreation Commission. Emily is potentially interested in either joining P&Z or Parks & Recreation Commission. Karwoski

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introduced herself. Elrod asked about the process for appointing? Oliver noted that the City accepts applications on a rolling basis. Murray noted that Karwoski can keep us updated on if she would like to join P&Z or Parks and Recreation.

e. **City Council Liaison** – none.

#### 10. Adjournment

**Moved by Mains, seconded by Brostrom, to adjourn the meeting at 6:14 p.m. Vote on Motion 6-0. Motion carried.**

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Maggie Murray, Planning & Community Development Director

ATTEST:

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Torey Cuellar, Commission Chair