

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

CITY OF BONDURANT
PLANNING AND ZONING COMMISSION
July 30, 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 Daniel Hoffman-Zinnel, Commission Member Andy Mains, Commission Member Joe Phearman, Commission Member Brian Clayton

Absent: None

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 Hoffman-Zinnel, seconded by Mains, to approve the agenda. Vote on Motion 7-0. Motion carried.

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

Motion by Mains, seconded by Phearman, to approve the July 9, 2020 minutes. Vote on Motion 7-0. Motion declared carried unanimously.

5. Guests requesting to address the Commission – None

6. **RESOLUTION 2007030-28:** Considering recommended approval of the Harvest Meadows Preliminary Plat.

Erin Ollendike, Civil Design Advantage, summarized the Harvest Meadows Preliminary Plat.

Elrod asked why this development is being brought back to the Commission's attention when they have previously reviewed it? Murray explained that back in 2019, this area was rezoned to R-5, so the Commission and Council would have reviewed the Master Plan at that time, but now the detailed preliminary plat has been submitted for review.

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Keeran noted that what is proposed in the Harvest Meadows Preliminary Plat is consistent with what the Commission has previously reviewed.

Motion by Hoffman-Zinnel, seconded by Keeran, for recommended approval of the Harvest Meadows Preliminary Plat subject to the conditions listed in the staff report. Roll Call: Ayes: Hoffman-Zinnel, Mains, Keeran, Cuellar, Phearman, Brostrom, Clayton. Nays: None. Absent: None. Motion carried 7-0.

7. RESOLUTION 2007030-29: Considering recommended approval of the Shiloh Rose Business Park Plat 1 Final Plat.

Chris Bauer, Shive-Hattery, summarized the Shiloh Rose Business Park Plat 1 Final Plat.

Motion by Mains, seconded by Hoffman-Zinnel, for recommended approval of the Shiloh Rose Business Park Plat 1 Final Plat, subject to the conditions listed in the staff report. Roll Call: Ayes: Hoffman-Zinnel, Mains, Keeran, Cuellar, Phearman, Brostrom, Clayton. Nays: None. Absent: None. Motion carried 7-0.

8. RESOLUTION 2007030-30: Considering recommended approval of the Project Omega Site Plan.

Chris Bauer, Shive-Hattery, summarized the Project Omega site plan.

Phearman asked if sidewalks were going to be installed along Franklin Street SW/NE 64th Street? Murray explained that as noted in the Shiloh Rose Business Park staff report, that sufficient right-of-way is being reserved so that a 10'-wide public trail will exist along this right-of-way in the future. No sidewalks are being installed at this time due to the future trail.

Phearman asked if the City can require payment up front by the developer for their portion of the equivalent of a 5'-wide public sidewalk in this Franklin Street SW/NE 64th Street right-of-way? Murray noted that yes it is possible, but based on a previous discussion with Bob Veenstra, this payment up front may not make the most sense. The reasoning for this is because it is already clear in the City Code that City Council can at any time authorize that a sidewalk be installed. The cost of construction will likely increase over time. So, if payment today were required, but if the trail isn't installed for another 6 years, the City would be out the difference in cost of construction today versus in the future.

Motion by Clayton, seconded by Phearman, for recommended approval of the Project Omega Site Plan, subject to the conditions listed in the staff report. Roll Call: Ayes: Hoffman-Zinnel, Mains, Keeran, Cuellar, Phearman, Brostrom, Clayton. Nays: None. Absent: None. Motion carried 7-0.

9. Reports/Comments and appropriate action thereon:

- a. Commission Member Comments

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Hoffman-Zinnel – noted that the trees at the Project Bluejway site look nice. Noted that he has seen multiple cars run the temporary stop sign near the Project Bluejay site.

Keeran – none.

Mains – asked about the status of the A-3 Auto paving. Staff will look into it.

Phearman – asked about the status of the connection of Dee Street out to Highway 65? Oliver noted that the City has started the bid process for this since this will be part of the public improvements.

Brostrom – none.

Clayton – noted that now that the driveway at MidStates Precast Concrete was moved because of the Shiloh Rose Parkway SW project, they are missing a berm portion along Highway 65. Murray noted that because the City caused for removal and replacement of the driveway, it would be difficult to require berming where the driveway was formally located; however, if there are other items for enforcement, like parking on an unpaved surface, staff can look into enforcing. Noted concerns over the grading work being done at the I-80 Business Park detention pond site – the sides of the pond are sluffing in and also has some concerns on the culverts out in the right-of-way. Asked if anyone from the City is monitoring this project? Murray noted that the Public Works Director has been in recent correspondence with the project engineer regarding a minor update needed to the pond. Clayton also noted that he is opposed to prairie grass drainage swales – he prefers concrete flumes.

- b. **Commission Chair Comments** – none.
- c. **City Administrator Comments** – none.
- d. **Planning & Community Development Director** – noted that the current R-2 side yard setbacks are regulated such that there is a 15' combined side yard requirement and a 5' or 7' minimum per each side depending on number of stories. Staff wants to know if the Commission would be willing to consider removing the 15' total and instead re-evaluate the minimum per each side? This would be easier to permitting reviews. Elrod noted that this flat side yard distance per each side was initially reviewed by Council back in 2016 when the changes were being made, however, a developer had encouraged the City to explore the option of establishing a total minimum. The Commission agreed that they liked the 15' total minimum.
- e. **City Council Liaison** – noted that the Bondurant Blues & Brews event was a success. Also noted that Council had a discussion on the soccer fields regarding the potential for City participation of grass growing.

10. Adjournment

Moved by Mains, seconded by Phearman, to adjourn the meeting at 7:00 p.m. Vote on Motion 7-0. Motion carried.

Maggie Murray, Planning & Community Development Director

ATTEST:

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Torey Cuellar, Commission Chair