



# PLANNING & ZONING COMMISSION

## 2020 Annual Report

### **BACKGROUND**

Chapter 23 of the Bondurant City Code states that each year the Commission shall make a report to the Mayor and Council of its proceedings. This report will serve as the Planning Zoning Commission's 2020 Annual Report.

The Bondurant Planning and Zoning Commission has seven members and meets the second and fourth Thursdays of each month at 6:00 p.m. The January and February 2020 meetings took place at the Bondurant Community Library at 104 2<sup>nd</sup> Street NE due to City Hall's renovations. The remaining meetings in 2020 took place electronically via Zoom due to the COVID-19 pandemic.

The Commission is primarily and routinely involved in land use planning topics, including: Comprehensive Plan and area plan reviews, rezonings, subdivisions, site plans, street and easement vacations, annexations, Zoning and Subdivision Code text amendments, and other miscellaneous development topics. The Planning and Zoning Commission researches each case and then reviews the information at a meeting. A recommendation for or against the case is subsequently made to the Bondurant City Council citing the Commission's basic reasoning.

### **MEMBERSHIP**

In 2020 Torey Cuellar served as Chair, and Karen Keeran served as Vice-Chair. Commission member Joe Phearman resigned from the Commission in November 2020; the City is currently seeking a replacement. Councilman Doug Elrod acted as the City Council liaison to the Planning & Zoning Commission in 2020.

Chapter 23 of the City Code notes that a review of attendance will be made at the end of each year. Below is a chart of 2020 member attendance; all members have satisfied the attendance requirements described in Chapter 23.

# ATTENDANCE

| X = Present<br>A = Absent | Torey Cuellar | Karen Keeran | Daniel Hoffman-Zinnel | Brian Clayton | Andy Mains | Joe Phearman | Kristin Bostrom |
|---------------------------|---------------|--------------|-----------------------|---------------|------------|--------------|-----------------|
|                           | 12/31/2024    | 12/31/2024   | 12/31/2021            | 12/31/2021    | 12/31/2023 | 12/31/2024   | 12/31/2024      |
| January 09                | X             | X            | X                     | X             | A          | X            | X               |
| January 23                | X             | X            | X                     | X             | X          | X            | X               |
| February 13               | A             | X            | X                     | X             | X          | X            | X               |
| March 26                  | X             | X            | X                     | A             | X          | X            | X               |
| April 09                  | X             | X            | X                     | X             | X          | X            | X               |
| April 23                  | X             | X            | X                     | X             | X          | A            | X               |
| May 14                    | X             | X            | X                     | X             | X          | A            | X               |
| May 28                    | X             | X            | X                     | X             | X          | X            | X               |
| June 11                   | X             | X            | X                     | X             | X          | X            | X               |
| July 09                   | X             | X            | X                     | A             | X          | X            | X               |
| July 30                   | X             | X            | X                     | X             | X          | X            | X               |
| August 27                 | X             | X            | A                     | X             | X          | A            | X               |
| September 10              | A             | X            | X                     | X             | X          | X            | X               |
| September 24              | A             | X            | X                     | X             | X          | X            | X               |
| October 22                | X             | X            | X                     | X             | X          | A            | X               |
| November 12               | X             | X            | X                     | X             | X          | N/A          | X               |
| December 10               | X             | X            | X                     | X             | X          | N/A          | X               |
| <b>Tot. Meetings</b>      | 17            | 17           | 17                    | 17            | 17         | 15           | 17              |
| <b>Attended</b>           | 14            | 17           | 16                    | 15            | 16         | 11           | 17              |
| <b>Attendance</b>         | 82%           | 100%         | 94%                   | 88%           | 94%        | 73%          | 100%            |

## SUMMARY OF REIVEWS:

### 1. Text Amendments:

| Case #    | Proposal Summary  | P&Z Review Date | P&Z Recommendation               | Council Action        |
|-----------|---|-----------------|----------------------------------|-----------------------|
| 2020.TA.1 | Text amendments to the following sections: Section 175.02 (Definitions); Section 177.10.9 (Development and Maintenance of Parking Areas); and Section 178.13 (Limited Industrial District). | 3/26/2020       | Approval per P&Z Res. 20-0326-13 | Approved on 4/20/2020 |
| 2020.TA.2 | Text amendment to Section 179.01.2.2 of the Zoning Code to eliminate minimum roof slope requirements for multi-family projects.   | 4/23/2020       | Approval per P&Z Res. 20-0423-18 | Approved on 5/18/2020 |
| 2020.TA.3 | Text amendment reducing the C-2 Districts front setbacks from 50' to 30'  | 5/14/2020       | Approval per P&Z Res. 20-0514-22 | Approved on 5/18/2020 |

## 2. Easement & Right-of-Way Vacations:

| Case #   | Proposal Summary   | P&Z Review Date | P&Z Recommendation               | Council Action         |
|----------|--|-----------------|----------------------------------|------------------------|
| 2020.V.1 | Hazel Marie Townhomes Public Storm Sewer Easement Vacation | 2/13/2020       | Approval per P&Z Res. 20-0213-12 | Approved on 3/2/2020   |
| 2020.V.2 | 1500 NE Morgan Drive Public Utility Easement Vacation      | 12/10/2020      | Approval per P&Z Res. 20-1210-44 | Approved on 12/21/2020 |

## 3. Requests for Rezoning and Land Use Changes:

| Case #   | Proposal Summary   | P&Z Review Date   | P&Z Recommendation               | Council Action       |
|----------|--|---|----------------------------------|----------------------|
| 2020.R.1 | Rezoning from Agricultural (A-1) to Limited Industrial (M-1) to the I-80 Business Park portion in Bondurant's city limits. | Tabled at 1/9/2020 meeting; returned at 1/23/2020 meeting | Approval per P&Z Res. 20-0109-01 | Approved on 3/2/2020 |
| 2020.R.2 | Rezoning from Agricultural (A-1) to Medium Density Residential (R-2) in Sankey W rezoning area                             | 1/23/2020   | Approval per P&Z Res. 20-0123-04 | Approved on 3/2/2020 |
| 2020.R.3 | Rezoning from Agricultural (A-1) to Medium Density Residential (R-2) in Sankey E rezoning area                             | 1/23/2020   | Approval per P&Z Res. 20-0123-05 | Approved on 3/2/2020 |
| 2020.R.4 | Rezoning from Agricultural (A-1) to Planned Unit Development (R-5) in Webb rezoning area                                   | 1/23/2020   | Approval per P&Z Res. 20-0123-06 | Approved on 3/2/2020 |
| 2020.R.5 | Quail Run Plat 1 Planned Unit Development (R-5) zoning modification request  | 1/23/2020   | Approval per P&Z Res. 20-0123-07 | Approved on 3/2/2020 |
| 2020.R.6 | Rezoning from General Commercial (C-2) & Multi-Family Residential (R-3) to R-2 in the                                      | 2/13/2020   | Approval per P&Z Res. 20-0213-11 | Approved on 3/2/2020 |

|                 |   |           |                                  |                       |
|-----------------|---|-----------|----------------------------------|-----------------------|
|                 | Prairie Point View Subdivision  |           |                                  |                       |
| <b>2020.R.7</b> | Rezoning from Agricultural (A-1) to Medium Density Residential (R-2) for High School/Junior High Site                   | 7/9/2020  | Approval per P&Z Res. 20-0709-27 | Approved on 7/20/2020 |
| <b>2020.R.8</b> | Rezoning from Agricultural (A-1) to Medium Density Residential (R-2) for DR Horton's Freeland Property N of Junior High | 8/27/2020 | Approval per P&Z Res. 20-0827-31 | Approved on 9/21/2020 |

**4. Subdivisions and Plats of Survey:**

| <b>Case #</b>   | <b>Proposal Summary</b>                              | <b>P&amp;Z Review Date</b>                                | <b>P&amp;Z Recommendation</b>    | <b>Council Action</b> |
|-----------------|--|---|----------------------------------|-----------------------|
| <b>2020.S.1</b> | I-80 Busines Park Preliminary Plat                   | Tabled at 1/9/2020 meeting; returned at 1/23/2020 meeting | Denial per P&Z Res. 20-0109-02   | Approved on 5/18/2020 |
| <b>2020.S.2</b> | I-80 Business Park Plat of Survey (IDOT Vacated ROW) | 1/9/2020  | Approval per P&Z Res. 20-0109-02 | Approved on 1/21/2020 |
| <b>2020.S.3</b> | Oxbow Developments Final Plat                        | 4/9/2020  | Approval per P&Z Res. 20-0409-14 | Approved on 4/20/2020 |
| <b>2020.S.4</b> | Sankey Summit (North) Preliminary Plat               | 4/23/2020   | Approval per P&Z Res. 20-0423-16 | Approved on 5/4/2020  |
| <b>2020.S.5</b> | Sankey Summit (North) Plat of Survey                 | 4/23/2020   | Approval per P&Z Res. 20-0423-17 | Approved on 5/4/2020  |
| <b>2020.S.6</b> | Park Side Plat 2 Plat of Survey                      | 5/14/2020   | Approval per P&Z Res. 20-0514-19 | Approved on 5/18/2020 |
| <b>2020.S.7</b> | Quail Run Phase 2 Preliminary Plat                   | 6/11/2020   | Approval per P&Z Res. 20-0611-25 | Approved on 6/15/2020 |

| <b>Case #</b>    | <b>Proposal Summary</b>                                      | <b>P&amp;Z Review Date</b> | <b>P&amp;Z Recommendation</b>     | <b>Council Action</b>  |
|------------------|--|----------------------------|-----------------------------------|------------------------|
| <b>2020.S.8</b>  | Harvest Meadows Preliminary Plat                             | 7/30/2020                  | Approval per P&Z Res. 20-0730-28  | Approved on 8/3/2020   |
| <b>2020.S.9</b>  | Shiloh Rose Industrial Park Plat 1 Final Plat                | 7/30/2020                  | Approval per P&Z Res. 20-0730-29  | Approved on 8/10/2020  |
| <b>2020.S.10</b> | Nehring Estates Final Plat (Unincorporated Polk County)      | 8/27/2020                  | Approval per P&Z Res. 20-0827-33  | Approved on 8/31/2020  |
| <b>2020.S.11</b> | Kum & Go Plat of Survey                                      | 9/10/2020                  | Approval per P&Z Res. 20-08-27-34 | Approved on 9/21/2020  |
| <b>2020.S.12</b> | McConnell Plat of Survey Waiver (Unincorporated Polk County) | 9/24/2020                  | Approval per P&Z Res. 20-0924-36  | Approved on 12/7/2020  |
| <b>2020.S.13</b> | Santiago Creek Final Plat (Unincorporated Polk County)       | 10/22/2020                 | Approval per P&Z Res. 20-1022-37  | Approved on 8/10/2020  |
| <b>2020.S.14</b> | Pope Plat of Survey  | 10/22/2020                 | Approval per P&Z Res. 20-1022-38  | Approved on 11/2/2020  |
| <b>2020.S.15</b> | Harvest Meadows Plat of Survey                               | 10/22/2020                 | Approval per P&Z Res. 20-1022-39  | Approved on 11/2/2020  |
| <b>2020.S.16</b> | Dvorak Plat of Survey Waiver (Unincorporated Polk County)    | 10/22/2020                 | Approval per P&Z Res. 20-1022-40  | Approved on 11/2/2020  |
| <b>2020.S.17</b> | Mendenhall Plat of Survey                                    | 11/12/2020                 | Approval per P&Z Res. 20-112-42   | Approved on 11/16/2020 |
| <b>2020.S.18</b> | Newby Farms Plat of Survey                                   | 12/10/2020                 | Approval per P&Z Res. 20-1210-45  | Approved on 12/21/2020 |

**5. Site Plans:**

| <b>Case #</b>   | <b>Proposal Summary</b>  | <b>P&amp;Z Review Date</b> | <b>P&amp;Z Recommendation</b>  | <b>Council Action</b> |
|-----------------|--|----------------------------|--------------------------------|-----------------------|
| <b>SP-01-20</b> | Kum & Go site plan at 3015 Oxbow Court SW                              | 5/14/2020                  | Approval per P&Z Res. 20-0514- | Approved on 5/18/2020 |
| <b>SP-02-20</b> | Kaleidohope Leaning & Resource Center site plan at 109 Main Street SE  | 5/14/2020                  | Approval per P&Z Res. 20-0514- | Approved on 5/18/2020 |
| <b>SP-03-20</b> | Temporary fireworks tent site plan request at 906 Prairie Drive SW     | 5/28/2020                  | Approval per P&Z Res. 20-0528- | Approved on 6/1/2020  |
| <b>SP-04-20</b> | Library expansion site plan at 104 2nd Street NE                       | 6/11/2020                  | Approval per P&Z Res. 20-0611- | Approved on 6/15/2020 |
| <b>SP-05-20</b> | Project Omega site plan at 2300 Shiloh Rose Parkway SW                 | 7/30/2020                  | Approval per P&Z Res. 20-0730- | Approved on 8/10/2020 |
| <b>SP-06-20</b> | Bondurant-Farrar Junior High site plan at 1201 Grant Street North      | 8/27/2020                  | Approval per P&Z Res. 20-0827- | Approved on 9/8/2020  |
| <b>SP-07-20</b> | Amendment request to 2016-approved Arbor Ridge Villas Plat 2 Site Plan | 9/10/2020                  | Approval per P&Z Res. 20-0910- | Denied on 9/21/2020   |
| <b>SP-08-20</b> | Bondurant Industrial Park site plan at 2404 Robinson Avenue NE         | 10/22/2020                 | Approval per P&Z Res. 20-1022- | Approved on 11/2/2020 |

**6. Annexations:**

| <b>Case #</b>   | <b>Proposal Summary</b>   | <b>P&amp;Z Review Date</b> | <b>P&amp;Z Recommendation</b>    | <b>Council Action</b>   |
|-----------------|---|----------------------------|----------------------------------|---|
| <b>2020.A.1</b> | Sankey 100% Voluntary, Not in Urbanized Area Annexation                         | 1/23/2020                  | Approval per P&Z Res. 20-0123-08 | Approved on 2/3/2020  |
| <b>2020.A.2</b> | Sankey 80/20, Not in Urbanized Area Annexation                                  | 1/23/2020                  | Approval per P&Z Res. 20-0123-09 | Approved on 3/2/2020  |
| <b>2020.A.3</b> | Webb 100% Voluntary, within 2-Mile Urbanized Area of Altoona                    | 1/23/2020                  | Approval per P&Z Res. 20-0123-10 | Approved on 2/3/2020  |
| <b>2020.A.4</b> | Pope/Palmer/Reicherts 80/20 Annexation, within 2-Mile Urbanized Area of Altoona | 12/10/2020                 | Approval per P&Z Res. 20-1210-43 | Approved on 12/21/2020; <b>pending City Development Board ruling.</b> |

**7. Other Planning Items Reviewed:**

- A. **Recommended approval of adoption of the Bondurant Regional Commercial Master Plan.** The Commission reviewed this Plan during their meeting on April 23<sup>rd</sup>, 2020 and recommended approval per P&Z Res. 20-0423-15. The Bondurant City Council adopted the [Bondurant Regional Commercial Master Plan](#) during their meeting on May 18<sup>th</sup>, 2020.
- B. **Recommended approval of the Bondurant Urban Renewal Area Amendment.** The Commission reviewed this Urban Renewal Area Amendment request during their May 28<sup>th</sup>, 2020 meeting and recommended approval per P&Z Res. 20-0528-23. This Urban Renewal Area Amendment request included the following topics: addition of property; update of the description of the Urban Renewal Economic Development Initiatives and Administration and Professional Support Program; and an update of the description of the downtown parking lot project. City Council approved the Bondurant Urban Renewal Area Amendment on June 15<sup>th</sup>, 2020.