

**PLANNING AND ZONING COMMISSION**  
**November 13, 2014**  
**MINUTES**

1. Call to Order

Commission Chair Dave Higgins called the meeting to order at 6:00 p.m.

2. Roll Call

Roll call was taken and a quorum was declared.

Present: Commission Chair Dave Higgins  
Commission Member Michele Bailey  
Commission Member Brian Clayton  
Commission Member Jennifer Keeler  
Commission Member Jeff Kromrie  
Commission Member Judi Mendenhall

Absent: Commission Member Roy McCleary  
City Officials

Present: Assistant to City Administrator Mary Rork-Watson

Absent: City Administrator Mark Arentsen

3. Perfecting and Approval of the Agenda

Motion made by Commission Member Mendenhall seconded by Commission Member Bailey, to approve the agenda as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.

4. Approval of Planning & Zoning Commission Minutes – October 23, 2014

Motion made by Commission Member Keeler, seconded by Commission Member Mendenhall, to approve the minutes as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.

5. Erin Ollendike, Civil Design Advantage and Travis Sisson, Peak Development Corporation, Presentation of a Site Plan for Arbor Ridge Villas, described as that part of the North half of the SE ¼ of Section 25, Township 80 North, Range 23 West of the 5th P.M., Polk County, Iowa, being more particularly described as Parcel "L" on the Plat of Survey filed March 29, 2004, in Book 10452, Page 216 in the Office of the Polk County Recorder, Polk County, Iowa, Lying North of Arbor Ridge Plat 4 and Lying East of Arbor Ridge Plat 6, all now included in and forming a part of Bondurant, Polk County, Iowa

**RESOLUTION NO. PZ-14-16** – Resolution recommending the approval of the Site Plan of Arbor Ridge Villas, described as that part of the North half of the SE ¼ of Section 25, Township 80 North, Range 23 West of the 5th P.M., Polk County, Iowa, being more particularly described as Parcel "L" on the Plat of Survey filed March 29, 2004, in Book 10452, Page 216 in the Office of the Polk County Recorder, Polk County, Iowa, Lying North of Arbor Ridge Plat 4 and

Lying East of Arbor Ridge Plat 6, all now included in and forming a part of Bondurant, Polk County, Iowa

Ms. Ollendike explained the property is located west of Grant Street, North, east of Deer Ridge, Northwest, on the north end of Arbor Ridge development. The property is approximately 9.4 acres and is zoned PUD. The allowed density is 12 units per acre. The Arbor Ridge Villas project has about 8.5 units per acre. The project includes 39 townhomes and two, 2-story apartment buildings with 36 units. All the streets are private and the entrance to the development is on Grant Street. The off-street parking satisfies city requirements.

Mr. Sisson said the property will be marketed to residents 50 and over. This addresses a need within the community for developments designed for older residents. The lower density and the older demographic will help avoid burdening the school district.

Commission Member Bailey asked if these are rental units. Mr. Sisson said the two buildings will be designed as condos and will be marketed for sale. The townhomes will be sold as single-owner units. The lawns and roads will be maintained by a Homeowners' Association.

Commission Member Clayton expressed a concern about the private streets. He said he would like Aspen Street to connect through the development. He said public streets would benefit the development and improve connections to other neighborhoods. He said City Council members have asked that developments avoid dead end streets and cul-de-sacs. The current design may not be approved.

Mr. Sisson explained that if the roads were public, the ROW and easements would require that he increase the density in the development to be economically feasible. He said the private streets would be built to the same standards as public roads.

Commission Member Kromrie is concerned about how emergency vehicles would access the development with only one entrance. He said the one entrance could create a trap and block fire trucks.

Mr. Sisson agreed to build a west access trail that could be used by emergency vehicles.

Karen Hudson, 8894 NE 94th Avenue, Bondurant, said she was concerned the design didn't match the small area plan which promotes walkability and connections to other neighborhoods. She asked if a street connection north/south would change the character of the development and if it would be possible to move the parking to the back of the buildings away from Grant.

Mr. Sisson explained the parking area provides a buffer from Grant Street. He said that moving the parking to the backs of buildings would not attract buyers. The difficulty with the north/south connector is that it would be a public street moving traffic through a private development which is not ideal. The streets should all be private or all be public.

If the streets are public, the density will need to increase. Also the utilities are already installed which makes moving streets and designs challenging.

Chairman Higgins left the meeting at 6:50 p.m. and Commission Member Bailey took the chair.

Motion made by Commission Member Clayton, seconded by Commission Member Kromrie, to approve Resolution No. PZ-14-16 recommending the approval of the Arbor Ridge Villas site plan subject to approval by the City Engineer concerning some items on the review. Roll Call: Ayes: 5. Nays: 0. Motion carried.

6. Guests requesting to address the Planning and Zoning Commission  
Karen Hudson, 8894 94th Avenue, Northeast, Bondurant, regarding Comprehensive Plan

Ms. Hudson expressed concern to the Commission Members that it appears developments and projects in the city are being approved despite not meeting guidelines set in the Comprehensive Plan. She said she didn't understand why the Primus Dental project was approved and why Dr. Neville was not given guidance regarding design.

Commission Member Clayton explained that the Comprehensive Plan offers guidance but the Zoning Code is the legal requirement. The Comprehensive Plan doesn't always allow for economic requirements or the realities that exist on a particular lot.

The Commission members discussed the best process for insuring engineers had access to the Comprehensive Plan. Mr. Sisson said that Planning and Zoning had to insure the process remains flexible and balanced or developers will not be interested in building in the city.

Commission Member Keeler said that the Zoning revisions include a requirement for a narrative that showed how a project meets the guidelines of the Comprehensive Plan.

Commission Chair Higgins returned to the meeting at 7:50 p.m.

7. Reconvene Public Hearing for the Purpose of Amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by Amending Chapters 175, 176, 177, 178 and 180  
**RESOLUTION NO. PZ-14-13** – Resolution recommending Amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by Amending Chapters 175, 176, 177, 178 and 180

Motion made by Commission Member Bailey, seconded by Commission Member Mendenhall, to close the regular Planning and Zoning Commission meeting at 8:06 p.m., and open the Public Hearing for consideration of Amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by Amending Chapters 175, 176, 177, 178 and 180. Roll Call: Ayes: 6. Nays: 0. Motion carried.

Commission Member Bailey wanted to discuss concerns regarding foster homes, family homes and daycare facilities. Commission members decided to revise the Home Occupations ordinance to state that all in-home daycares need to obtain a conditional use permit regardless of whether or not they are licensed by the State of Iowa.

Commission members noted this revision would apply to new daycare facilities, not those already operating.

Motion made by Commission Member Kromrie, seconded by Commission Member Clayton, to close the Public Hearing at 8:34 p.m., and open the regular meeting. Roll Call: Ayes: 6. Nays: 0. Motion carried.

Motion made by Keeler, seconded by Bailey, to approve Resolution No. PZ-14-13 with the amendment to the Home Occupations ordinance concerning daycare facilities. Roll Call: Ayes: 6. Nays: 0. Motion carried.

8. Reports / Comments and appropriate action thereon:

a. Commission Member Comments

Commission Member Kromrie – No comment

Commission Member Clayton – Wants to find a way in the process for Commission Members to have time to study site plans and get input from the community and to ensure developments and projects match the Comprehensive Plan

Commission Member Bailey – No comment

Commission Member Mendenhall – No comment

Commission Member Keeler – No comment

b. Commission Chair Comments – No comment

9. Adjournment

Motion made by Commission Member Kromrie, seconded by Commission Member Keeler, to adjourn the meeting at 8:41 p.m. Roll Call: Ayes: 6. Nays: 0. Motion carried.

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Mary Rork-Watson, Asst. to City Administrator

**ATTEST:**

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Dave Higgins, Commission Chair