

**CITY OF BONDURANT  
PLANNING AND ZONING COMMISSION  
JULY 23, 2015  
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 Brian Clayton  
Commission Member Jeff Kromrie  
Commission Member Roy McCleary  
Commission Member Tamara Russell  
Absent: Commission Member Laura Wood  
City Officials City Administrator Mark Arentsen  
Present: Assistant to City Administrator Mary Rork-Watson

**3. Perfecting and Approval of the Agenda**

Motion made by Commission Member McCleary, seconded by Commission Member Kromrie, to approve the agenda as presented. Roll Call: Ayes: Kromrie, Clayton, Higgins, McCleary, Russell. Nays: 0. Absent: Wood. Motion Carried.

**4. Approval of the Commission Minutes**

Motion made by Commission Member Clayton, seconded by Commission Member Russell, to approve the minutes of June 11, 2015. Roll Call: Ayes: Kromrie, Clayton, Higgins, McCleary, Russell. Nays: 0. Absent: Wood. Motion Carried.

**5. Guests requesting to address the Commission** – Jennifer Keeler, 601 Brick Street, SE, said she had enjoyed her time on Planning and Zoning and was looking forward to serving on the Council.

**6. RESOLUTION NO. PZ-15-10** – Resolution approving the Plat of Survey for Parcel O Mallard Creek Plat 1

Erin Ollendike, Civil Design Advantage, Grimes, presented the Plat of Survey on behalf of Classic Builders. The Plat of Survey establishes the parcel for transfer. There will be one access point on 2nd Street, NW. The developers would like to begin developing the property in the fall. Parcel O is approximately 40.4 acres and is in the area served by sanitary sewer.

Moved by McCleary, seconded by Russell, to approve Resolution No. PZ-15-10. Roll Call: Ayes: Kromrie, Clayton, Higgins, McCleary, Russell. Nays: 0. Absent: Wood. Motion Carried.

**7. RESOLUTION NO. PZ-15-11** – Resolution approving the Plat of Survey for Parcel E of 5750 NE 78th Avenue, Bondurant

Susan Ugilini, 105 Main Street, SE, said this property is owned by her mother's estate and is located in Polk County. The Plat of Survey squares the building sites. Based on Section 354.9 of the 2015 Code of Iowa, this plat falls within two miles of Bondurant city limits and the city is entitled to review.

Moved by Clayton, seconded by McCleary, to approve Resolution No. PZ-15-11. Roll Call: Ayes: Kromrie, Clayton, Higgins, McCleary, Russell. Nays: 0. Absent: Wood. Motion Carried.

**8. RESOLUTION NO. PZ-15-12** – Resolution approving the Preliminary Plat for Renaud Heights Plat 3

This property is locally known as 8015 NE Morgan Drive and according to Iowa Code 354.9 of the 2015 Code of Iowa, this plat falls within two miles of Bondurant city limits and the city is entitled to review.

Moved by McCleary, seconded by Kromrie, to approve Resolution No. PZ-15-12. Roll Call: Ayes: Kromrie, Clayton, Higgins, McCleary, Russell. Nays: 0. Absent: Wood. Motion Carried.

**9. Discussion – P&Z Commission Vacancy**

Jennifer Keeler resigned the Commission and has been appointed to the City Council. Interested parties should submit a resume and letter of interest to City Administrator Arentsen.

**10. Reports and Comments**

**a. Commission Member Comments**

Commission Member Kromrie – Said he wanted to be sure developers and contractors are keeping work sites clean and not leaving big piles of dirt or garbage after completing project. Would like to encourage businesses to keep equipment off grass and keep their businesses cleaned up

Commission Member Clayton – Asked about the tile and drainage in the development south of the high school.

Commission Member McCleary – Siren near his home doesn't work. Also would like businesses in Bondurant to improve property appearance.

Commission Member Russell – Appears a house on Main Street has been vandalized.

**b. Commission Chair Comments – none**

**c. City Administrator Comments**

City Administrator Arentsen reported 70-75 building permits have been issued. No agenda items for August 13 meeting yet.

**11. Adjournment**

Moved by McCleary, seconded by Russell, to adjourn the meeting at 6:24 p.m.

Commission Chair, David Higgins	Mary Rork-Watson, Assistant to City Administrator