

**CITY OF BONDURANT**  
**PLANNING AND ZONING COMMISSION**  
**MINUTES**

A meeting of the City of Bondurant Planning and Zoning Commission was held in the Community Room at the Bondurant City Center on February 27, 2014, at 6:00 p.m.

Present:                   Commission Chair David Higgins  
                                Commission Member Michele Bailey  
                                Commission Member Brian Clayton  
                                Commission Member Jennifer Keeler  
                                Commission Member Jeff Kromrie  
                                Commission Member Judi Mendenhall  
                                City Administrator Mark Arentsen  
                                Finance Director Lori Dunham

Absent:                    Commission Member Roy McCleary

Notice of the meeting was posted at the Bondurant City Center, Casey's General Stores, Legacy Bank and the Bondurant Post Office on February 25, 2014. All proceedings hereafter shown were taken while the convened meeting was open to the public.

Commission Chair Higgins called the meeting to order at 6:05 p.m. Roll call was taken and a quorum was declared. Motion made by Commission Member Mendenhall, seconded by Commission Member Keeler, to approve the agenda as presented. Roll call: Ayes: 6. Nays: 0. Motion carried.

Motion made by Commission Member Kromrie, seconded by Commission Member Mendenhall, to approve the Planning and Zoning Commission Minutes of January 09, 2014. Roll call: Ayes: 6. Nays: 0. Motion carried.

Mr. Brad Scheib, Hoisington Koegler Group, Inc., Minneapolis, MN, and City Administrator Arentsen led a discussion on revising the City Zoning Code. The goal is to change some of the basics of the code to eliminate inconsistencies, deficiencies and conflicts, and improve usability. One way to improve the usability of the code will be to update the PDF file with interactive links with the Comprehensive Plan and Policy, add a Table of Contents, and remove outdated information. Graphics or photographs, to illustrate intent, can be added along with a Zoning Map that is interactive with the County website, parcel by parcel. Mr. Scheib would like to find a new place for the Parkland Dedication information, not in the subdivision code. He asked that Planning and Zoning Commission members read through the General Provisions in the next month and determine if the definitions make sense such as items 29, 30, 117, 176 and 177.

Items that need to be addressed include but are not limited to:

PUD (R5) definition is a mix of residential, commercial and industrial with 5 acres planned as a single entity, such as Wolf Creek, Arbor Ridge and Lincoln Estates.

Should Cluster Subdivision be limited to single family developments?

Should Conservation Subdivision be modified the same as cluster subdivision?

Garage definition should be differentiated from carport.

Trail should be added to right of way definition.

Define Special Use Permit vs. Conditional Use Permit.

Define building types.

Rules of Interpretation – How does the City deal with larger parcels that are zoned two different districts?

Changing the Zoning Districts to table format.

Removing any timeframe for the zoning of annexations.

Updating the off-street parking requirements with a provision to allow modifications.

Solar energy needs to clearly identified as a use and define considerations.

Commission Member Keeler left the meeting at 6:50 p.m.

The City currently has Zoning Districts for R1, C3, C5, C6 and M3 and these districts are not currently in use. A1 is a holding zone for annexed areas that are undeveloped. Mr. Scheib suggested the 1 acre lot for single family homes be reconsidered. As development reaches these areas, it will be costly to install the utilities. R1 (Single Family Residential) is used for low density, single family residential areas including churches and civic uses, but the Comprehensive Plan includes alternative housing types. R2 (One and Two Family Residential) is used for medium density with the same uses as R1 plus nurseries and greenhouses. Density needs to be defined for R1 and R2. R3 (Multi-family Residential) includes one and two family homes and row houses and apartments. R4 is used for medium density modular homes. Mr. Scheib suggested a table similar to the following for zoning districts.

	R1	R2	R3
Min. lot area	8750	7500	9000
Max density	4	5	20 du/ac
Min floor area	1750	850-1000	0-950
Lot width	70	65-70	65-85
Front yard	30	30	30-50
Side yard	8	5+	7-11
Rear yard	35	35	35-50
Max height	35	35	45
Max story	2.5	3	3
Access garage	1000	1000	1000

R1 and R2 are similar in their requirements, and Mr. Scheib suggested R1 be adjusted to lower density so there is more variance between the two types.

C1 currently does not include gas stations and that could be changed to allow a few pumps. The Commercial Districts need to have design guidelines and perhaps require a market analysis study. Commission Chair Higgins suggested that light pollution regulation be considered. Mr. Scheib discussed C4 zoning district and the walkability of the district and allowing an auto repair business vs. an auto body business. C6 zoning district regulations could be combined into C2 or C3. The zoning district U-1 Conservancy for floodplain regulation should consider accessibility of mineral extraction such as gravel where it would be costly to bring those resources into the community.

Mr. Scheib asked that Planning and Zoning Commission Members read through the Zoning Code over the next month and send all suggestions and comments to Mark.

**The following items were discussed as part of Commission Members' comments:**

- Commission Member Mendenhall – Inquired about status of WRA sewer work.
- Commission Member Bailey – No comment.
- Commission Member Clayton – The parcel of ground north of the high school has been surveyed. A natural gas line runs through the property, east to west. Field entrance is not part of the property.
- Commission Member Kromrie – Inquired about the purchase of 200 Lincoln St., SE.

**The following items were discussed as part of Commission Chair Higgins' comments:**

- No comment.

**The following item was discussed as part of City Administrator Arentsen's comments:**

- No comment.

Motion made by Commission Member Mendenhall, seconded by Commission Member Bailey, to adjourn the meeting. Roll call: Ayes: 5. Nays: 0. Motion carried. Commission Chair Higgins declared the meeting adjourned at 8:00 p.m.

---

Lori Dunham, Finance Director

ATTEST:

---

David Higgins, Commission Chair