

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

**OCTOBER 09, 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 Judi Mendenhall  
                      Commission Member Roy McCleary

Absent:            Commission Member Jeff Kromrie

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

**4. Approval of the Commission Minutes – September 25, 2014**

Motion made by Commission Member McCleary, seconded by Commission Member Bailey, to approve the minutes. Roll Call: Ayes: 6. Nays: 0. Motion carried.

**5. Guests requesting to address the Commission – None**

**6. RESOLUTION NO. PZ-14-14** – Resolution Recommending the Approval of a Site Plan for Primus Dental, 108 Main Street, Northeast, for a Proposed 3,300-Square-Foot Building to be Constructed on Lots 8 And 9 of the Site

Chuck Bishop, Bishop Engineering, 3501 104th Street, Urbandale, presented the site plan for Primus Dental. According to Mr. Bishop, the plan is for a single-story 3,300-square-foot dental

building which will face Main Street. The plan includes 24 parking spaces with stormwater retention on the south end of the lot and an easement for sewer on the west portion of the lot. The developer owns the entire lot from Second Street, Northeast, to Grain Street, Northeast, but is only developing the north end at this time. Mr. Bishop said construction of the dental office should begin this fall and finish early summer 2015.

Motion made by Commission Member McCleary, seconded by Commission Member Bailey, to approve. Roll Call: Ayes: 6. Nays: 0. Motion carried.

## **7. Discussion – Zoning for Vehicle Sales Facilities**

City Administrator Arentsen said the following wording would be added to the code:

Add to 178.05 5. Performance Standards as I. Standards for auto sales or recreational vehicle sales (car lots new or used)

Add as a Permitted Conditional Uses in the C-2 General Commercial District 178.08(3)

Add as Vehicle Sales Facilities in the Principal Permitted Uses in the C-3 Planned Commercial District 178.09 (2) A. (48) Vehicle Sales Facilities

The Commission Members would like to clarify whether it would be better to require 100 spaces for inventory or if the half-acre standard would be sufficient. Commission Chair Higgins would like to know if the standards are comparable to other community zoning requirements for car lots.

## **8. Discussion – Zoning for Businesses with Drive-Through Service Windows**

Commission Chair Higgins asked that wording to require screening be added to the conditions for drive-through locations to account for light and sound.

## **9. Discussion – Alley Standards**

City Administrator Arentsen said that the wording and standards for alleys would not be added to the Zoning Code but to the Code of Ordinances like streets and sidewalks. He said City Engineer Veenstra could not find any engineering standards in the SUDAS for alleys.

Commission Members agreed the design considerations made sense.

**10. RESOLUTION NO. PZ-14-15** – Resolution fixing the date of October 23, 2014, for a Public Hearing for the Purpose of Amending Proposed Revisions to Bondurant Zoning and Subdivision Ordinances

Motion made by Commission Member Bailey, seconded by Commission Member McCleary, to approve. Roll Call: Ayes: 6. Nays: 0. Motion carried.

## 11. Reports and Comments

### a. Commission Member Comments

Commission Member Clayton – No comment

Commission Member McCleary – Asked about status of WRA restoration work

Commission Member Bailey – Asked about status of Garfield property

City Administrator Arentsen will follow up with owner of the property.

Commission Member Mendenhall – No comment

Commission Member Keeler – No comment

### b. Commission Chair Comments – Asked if any site plans expected for next meeting

City Administrator Arentsen wasn't expecting any.

### c. City Administrator Comments – No comment

## 12. Adjournment

Motion made by Commission Member McCleary, seconded by Commission Member Bailey, to adjourn the meeting at 6:42 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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David Higgins, Commission Chair