

**CITY OF BONDURANT
PLANNING AND ZONING COMMISSION
November 12, 2015
MINUTES**

1. Call to Order

Commission Chair Dave Higgins called the meeting to order at 6:01 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 Laura Wood
Commission Member Tamara Russell
Commission Member Karen Hudson
Veenstra & Kimm Engineering CBO Jason VanAusdall
Absent: Commission Member Roy McCleary

City Officials Present: City Administrator Mark Arentsen, City Clerk Shelby Hagan, Mayor Curt Sullivan, City Council Member Bob Pepper

3. Perfecting and Approval of the Agenda

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

4. Approval of the Commission Minutes

Motion made by Russell, seconded by Wood, to approve the minutes of October 22, 2015. Roll Call: Ayes: Higgins, Clayton, Russell, Hudson. Nays: 0. Motion Carried. Absent: Kromrie, McCleary

5. Guests requesting to address the Commission – None

Commission Member Jeff Kromrie arrived at 6:16 p.m.

- 6. a.** Discussion was held regarding Newbury Living Senior Housing Initiative project. Frank Levy, of Newbury Living in West Des Moines, presented a project for an affordable senior housing building at 809 Washington, Avenue, Southeast. He is requesting support for the application to the Finance Authority for Low Income Housing Tax Credits for the project. Commission inquired about the abatement structure, staffing, requirements for application, BDI's role, utilities, and connection to Paine Heights and Paine Street. The Commission agreed to fully support Newbury Living to pursue the application process.

b. Veenstra & Kimm Engineering CBO Jason VanAusdall, recommended to the Commission the need for verbiage clarification for the required front and rear setbacks of Chapter 175 of the Zoning Code referring to decks. Commission Member Clayton declared the resolution should cover decks, terraces, and patios.

7. Reports and Comments

a. Commission Member Comments

Commission Member Kromrie- None

Commission Member Wood - None

Commission Member Clayton- Commercial Tax Abatement and verbiage of guidelines

Commission Member Russell- None

Commission Member Hudson- Tree Requirement for Development

b. Commission Chair Comments - None

c. City Administrator Comments - Tax Abatement Committee meeting next week

8. Adjournment

Moved by Hudson, seconded by Clayton, to adjourn the meeting at 6:57 p.m.

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Commission Chair, David Higgins	City Clerk, Shelby Hagan