

**CITY OF BONDURANT  
PLANNING AND ZONING COMMISSION  
January 28, 2016  
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 Laura Wood  
Commission Member Tamara Russell  
Commission Member Roy McCleary

Absent: Commission Member Karen Hudson

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

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

Motion made by McCleary, seconded by Russell, to approve the agenda. Vote on Motion 6-0. Motion declared carried unanimously.

**4. Approval of the Commission Minutes**

Motion made by Kromrie, seconded by Clayton, to approve the minutes of January 14, 2016. Vote on Motion 6-0. Motion declared carried unanimously.

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

**6. RESOLUTION PZ-16-03 - Resolution approving the Site Plan for Outlot "X" Meadow Brook North, Plat 18, John Wright, 600 3rd Street, Southeast**

Commission Chair Higgins tabled RESOLUTION PZ-16-03 due to the absence of John Wright.

**7. Discussion**

**a. Living Quarters within Commercial Property**

Tabitha Goodale, C&R Discount Representative, explained to the Commission the reason of their request. They have experienced multiple occasions of theft on the property. The Commission does not want to set a precedent of allowing living quarters within a Commercial Property. The Commission suggested hiring an employee that is scheduled for the overnight

hours. City Administrator Arentsen stated a letter from the City could be wrote up to address the awareness of the overnight security employee.

**b. Vista Development**

Civil Engineer Eric Cannon of Snyder and Associates presented the Commission with a conceptual plan with four phases. The development would require annexation and rezoning. The Commission questioned the presented plans, and developer Dave Harmeyer was present to answer. Harmeyer hopes to develop in 2017.

**c. Petocka Lake Subdivision**

Erin Ollendike of Civil Design Advantage presented to the Commission the concept plan for the England Property. The Collector Road was discussed due to its location on U.S. Highway 65; dangerous location and they propose the collector street go north. They plan to develop in three to four plats, starting on Pleasant Street. The developer, Bill Spencer, plans to begin work this summer.

**8. RESOLUTION PZ-16-06 - Resolution approving the Site Plan for Concrete Technologies at 3507 Grant Street, South**

Justin Coenen, Concrete Technologies, 1001 SE 37th Street, Grimes, Iowa, requested an extension from the Commission. They plan to finish the project this summer, dependent on weather. Commission Member Kromrie requested their presence in August for an update and/or approval of another extension.

Motion made by McCleary, seconded by Wood, to approve RESOLUTION PZ-16-06 and forward it to the City Council with a recommendation for approval of same. Roll Call Vote: Ayes: Kromrie, Higgins, Russell, Wood, Clayton, McCleary. Nays: None. Absent: Hudson. Motion Carried 6-0.

**9. RESOLUTION PZ-16-07 - Resolution approving the Site Plan for Personal Attention Leasing for 3507 Grant Street, South**

Steve Kines, Division Business Executive, Personal Attention Leasing, 4400 E. Holmes Rd, Memphis, Tennessee, confirmed this location as a temporary site until a permanent location is found in Cedar Rapids. Commission Member Kromrie stated that the location is a M Zone Classification. Kines informed the Commission that they can accelerate their efforts to exit the property; this was a transitional step for the company. Personal Attention Leasing and the property owner have a six-month agreement.

Motion made by Kromrie, seconded by McCleary, to approve RESOLUTION PZ-16-07. Roll Call Vote: Ayes: Kromrie, Higgins, Russell, Wood, Clayton, McCleary. Nays: None. Absent: Hudson. Motion Carried 6-0.

**10. RESOLUTION PZ-16-08 - Resolution approving the Site Plan for Mobil Mini, Inc. at 3507 Grant Street, South**

Mobil Mini, Inc. was requested to attend the Commission meeting, and failed to be compliant with the request. City Administrator Arentsen informed the Commission that Mobil Mini was sent a letter and was aware of the meeting. The Commission decided on a thirty day eviction letter, and another request to attend the February 11, 2016 Commission meeting.

Motion made by Wood, seconded by McCleary, to reject RESOLUTION PZ-16-08. Roll Call Vote: Ayes: Kromrie, Higgins, Russell, Wood, Clayton, McCleary. Nays: None. Absent: Hudson. Motion Carried 6-0.

**11. RESOLUTION PZ-16-05** - Resolution recommending amending the Code of Ordinances of the City of Bondurant, Iowa, 2002, by amending Chapter 122, Peddlers, Solicitors, and Transient Merchants

Commission Member Clayton questioned the bond requirement. Discussion was held on bond vs. insurance.

Motion made by Russell, seconded by Clayton, to approve RESOLUTION PZ-16-05. Roll Call Vote: Ayes: Kromrie, Higgins, Russell, Wood, Clayton. Nays: McCleary. Absent: Hudson. Motion Carried 5-0.

**12. Reports and Comments**

**a. Commission Member Comments**

Commission Member Kromrie– None.

Commission Member Wood – Collector street and the Petocka Development.

Commission Member Clayton– Conversation on lot size with developers.

Commission Member Russell - Awareness of new developments and the needs, such as fire, police, and schools, that come with adding residents.

Commission McCleary - None.

**b. Commission Chair Comments – None.**

**c. City Administrator Comments – None.**

**13. Adjournment**

Moved by Kromrie, seconded by Wood, to adjourn the meeting at 8:56 p.m.

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Commission Chair, David Higgins	City Clerk, Shelby Hagan