

**PLANNING AND ZONING COMMISSION**  
**February 26, 2015**  
**MINUTES**

1. Call to Order  
Commission Chair Dave Higgins called the meeting to order at 6:07 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 Jennifer Keeler  
Commission Member Jeff Kromrie  
Commission Member Tamara Russell  
Commission Member Laura Wood  
Absent: Commission Member Roy McCleary  
City Officials  
Present: Assistant to City Administrator Mary Rork-Watson
  
3. Perfecting and Approval of the Agenda  
  
Motion made by Commission Member Clayton, seconded by Commission Member Keeler, to approve the agenda as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.
  
4. Approval of Planning & Zoning Commission Minutes – January 8, 2015  
  
Motion made by Commission Member Russell, seconded by Commission Member Keeler, to approve the minutes as presented. Roll Call: Ayes: 6. Nays: 0. Motion carried.
  
5. Guests requesting to address the Planning and Zoning Commission – none
  
6. **RESOLUTION PZ-15-02** – Resolution recommending the vacation of two easements in Bondurant owned by Helena Farms LLC, 3509 Franklin Street, SW and legally described as commencing at the Southwest Corner of the NW ¼ of the NW ¼ of Section 12, Township 79 North, Range 23 West of the 5th P.M., thence East a distance of 416 feet; thence North a distance of 210 feet; thence West a distance of 416 feet; thence South parallel and along the center of the public highway a distance of 210 feet to the point of beginning, Polk County, Iowa  
  
Motion made by Commission Member Kromrie, seconded by Commission Member Clayton, to table PZ-15-02 until a representative was available to answer questions. Roll Call: Ayes: 6. Nays: 0. Motion carried.  
  
Motion made by Commission Member Kromrie, seconded by Commission Member Wood, to re-open this item for Commission action at 6:15 p.m.. Roll Call: Ayes: 6. Nays: 0. Motion carried.  
  
Wally Pelds, Pelds Engineering Company, Des Moines, explained that Helena Farms LLC purchased the land located near Ziegler CAT and it was discovered during the title search that the vacation of old easements had been started but not finished. In order to have clarity for the deed the title needs to be cleaned up. The City Engineer and City Attorney had been consulted and they had no objections or problems with the vacations.

Commission Chair Higgins asked if the property had any sanitary easements. Mr. Pelds said it didn't. Commission Member Clayton asked about the plans for the property. Mr. Pelds said the property was purchased as investment property.

Motion made by Commission Member Kromrie, seconded by Commission Member Russell, to recommend PZ-15-02 for approval. Roll Call: Ayes: 6. Nays: 0. Motion carried.

7. **RESOLUTION PZ-15-03** – Resolution approving the Plat of Survey for 10178 NE 70th Avenue, Mitchellville, Polk County, Iowa, which falls within two miles of Bondurant city limits and the City is entitled to review

Motion made by Commission Member Clayton, seconded by Commission Member Kromrie, to recommend the approval of the Plat of Survey. Roll Call: Ayes: 6. Nays: 0. Motion carried.

8. **RESOLUTION PZ-15-04** – Resolution approving the Preliminary Plat of Rolling Woods Plat 2 which lies in unincorporated Polk County, Iowa, which falls within two miles of Bondurant city limits and the City is entitled to review

Vince Piagentini, ABACI Consulting, Grimes, explained the Preliminary Plat is required because the landowner purchased another lot in order to build a shed.

Motion made by Commission Member Kromrie, seconded by Commission Member Clayton, to recommend approval of the Preliminary Plat of Rolling Woods Plat 2. Roll Call: Ayes: 6. Nays: 0. Motion carried.

9. Reports / Comments and appropriate action thereon:

a. Commission Member Comments

- Commission Member Keeler – no comment
- Commission Member Russell – Developer working near her property, 505 Lincoln St. NE, left a generator running for several days.
- Commission Member Wood – no comment
- Commission Member Kromrie – no comment
- Commission Member Clayton – Dead end near his house, 120 5th St. NE, is being used by heavy equipment to access a new development which is damaging concrete on the street. Also, the developer left equipment parked on street blocking snow removal. Developers and contractors should use their own approach to property not residential streets.

b. Commission Chair Comments – none

10. Adjournment

Motion made by Commission Member Clayton, seconded by Commission Member Keeler, to adjourn the meeting at 6:30 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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Dave Higgins, Commission Chair