

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**January 21, 2020**  
**Board of Supervisors Room, Courthouse, Waukon, Iowa**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Marlene Duffy	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Colleen Gragg	Present	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Gragg made a motion to appoint James Pladsen as Chairperson and Jack Knight as Vice-Chair for 2020. Leppert seconded. MCU.

Knight made a motion to approve the agenda. Gragg seconded. MCU.

Knight made a motion to approve the December 16, 2019 minutes. Leppert seconded. MCU.

Public Comments: None.

Public Hearings: None.

Old Business:

- A. Farm Land Preservation Methods; Discussed options and reviewed information from SILT. Questions regarding how much land was lost to development after three acre residential lot requirement.

New Business

- a) The commission reviewed the Strelow subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Gragg seconded. MCU.
- b) The commission reviewed the Colsch subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Leppert seconded. MCU.
- c) The commission reviewed the Lomen subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Gragg seconded. MCU.
- d) A request to remove the Ag Exempt Legend from a previous subdivision plat on land currently owned by Clem Miller. Blake recommended approval. Knight made a motion to approve the removal of the Ag Exempt Legend from the plat of survey for property located at 606 Bear Hollow Road, Lots 1 of 4, 1 of 5 and Lot 7, all in the SE SE, Section 2, T96N, R5W.

Blake gave an update regarding the enforcement actions during the month and the Comprehensive Plan schedule for completion. It is anticipated that the Commission will have the draft Plan in early March.

Gragg made a motion to adjourn. Leppert seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**February 24, 2020**  
**Board of Supervisors Room, Courthouse, Waukon, Iowa**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Marlene Duffy	Present	2020
Vice-Chair	Jack Knight	Present	2021
	Colleen Gragg	Present	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Gragg made a motion to approve the agenda. Knight seconded. MCU.

Duffy made a motion to approve the January 21, 2020. Leppert seconded. MCU.

Public Comments: None.

Public Hearings: None.

Old Business:

- B. Farm Land Preservation Methods; Generally discussed alternatives and solutions to loss of agricultural land.

New Business

- e) The commission reviewed the Sommer subdivision plat. After discussion and review, Gragg made a motion to recommend approval to the Supervisors. Duffy seconded. MCU.
- f) Blake presented information regarding the Iowa State University Extension training opportunity for Planning and Zoning Officials.

Blake gave an update regarding the enforcement actions during the month and the Comprehensive Plan schedule for completion. It is anticipated that the Commission will have the draft Plan in early March. Blake advised that a new hire, Mandy O'Neill, was taking over for Melinda Berns, who retired from the Assistant position at the end of January.

Gragg made a motion to adjourn. Leppert seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**April 9, 2020**  
**Uber Conference Meeting**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Marlene Duffy	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Colleen Gragg	Present	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Gragg made a motion to approve the agenda. Leppert seconded. MCU.

Public Comments: None.

**New Business**

- a) The commission reviewed the Gary and Dixie Palmer subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors upon the condition that the access easement location (on neighboring land) be resolved. Gragg seconded. MCU.

Blake gave an update regarding the planned training in Decorah. Due to the Corona Virus limitations placed by the Governor, the in-person training was cancelled.

Members indicated that they were comfortable with the meeting (teleconference) method.

Board members discussed past business items regarding status (Short Term Rentals and Farmland Preservation).

Knight made a motion to adjourn. Gragg seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**April 20, 2020**  
**Uber Conference Meeting**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Marlene Duffy	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Colleen Gragg	Present	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

\_\_\_\_\_ made a motion to approve the agenda. \_\_\_\_\_ seconded. MCU.

Public Comments: None.

New Business

- a) The commission reviewed the Jeff and Andrea Mitchell subdivision plat. After discussion and review, \_\_\_\_\_ made a motion to recommend approval to the Supervisors. \_\_\_\_\_ seconded. MCU.

\_\_\_\_\_ made a motion to adjourn. \_\_\_\_\_ seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**May 18, 2020**  
**Uber Conference Meeting**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Marlene Duffy	Present	2020
Vice-Chair	Jack Knight	Present	2021
	Colleen Gragg	Present	2022
Chair person	James Pladsen	Absent	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Agenda was approved by consensus of all members.

Gragg made a motion to approve the minutes from April 9, 2020. Leppert seconded. MCU

Leppert made a motion to approve the April 20, 2020 minutes. Gragg seconded. MCU.

Public Comments: None.

**New Business**

- g) The commission reviewed the Robert and Linda Thompson and Patrick and Tara Reisinger subdivision plat. After discussion and review, Gragg made a motion to recommend approval to the Supervisors. Duffy seconded. MCU.
- h) The commission reviewed the Daniel and Valeria White subdivision plat. After discussion and review, Gragg made a motion to recommend approval to the Supervisors. Duffy seconded. MCU.
- i) The commission reviewed the Justin and Regan Sweeney subdivision plat. After discussion and review, Duffy made a motion to recommend approval to the Supervisors. Gragg seconded. MCU.
- j) The commission reviewed the John and James Regan (1) subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Gragg seconded. MCU.
- k) The commission reviewed the John and James Regan (2) subdivision plat. After discussion and review, Gragg made a motion to recommend approval to the Supervisors. Duffy seconded. Ayes; Gragg, Duffy, Knight. Nays; Leppert. Motion carried.

**Old Business**

- a) Farmland Preservation; Discussed subdivision platting and Ag use vs Recreational industries in the County. The need for this (recreational) activity in the County was discussed. Commission asked Blake to look into the Johnson County ordinance.
- b) Short term rentals were briefly discussed. Blake advised of two persons interested in constructing and converting properties to short term rentals.

**Reports**

- a) Blake updated the Commission regarding the new Flood Plain mapping progress and other office activities.

Duffy made a motion to adjourn. Gragg seconded. MCU.

Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**June 22, 2020**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Vacant	Present	2020
Vice-Chair	Jack Knight	Present	2021
	Vacant	Present	2022
Chair person	James Pladsen	Absent	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Knight made a motion to approve the agenda. Leppert seconded. MCU.

Knight made a motion to approve the minutes from May 18, 2020. Leppert seconded. MCU

Public Comments: None.

**New Business**

- l) The commission reviewed the Adam and Morgan Foley and Michael and Cynthia Foley subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- m) The Commission reviewed a request to vacate the plat of survey recorded at Book D, Page 415 by owner Mike Ferring. Knight made a motion to recommend approval of the request to vacate. Leppert seconded. MCU.
- n) The Commission received a request for a change in zoning district boundaries by Gregory Friest for Lot 1 of 2, SE NW and Lot 1 of 2, SW NW, Section 23, T97N, R3W. Leppert made a motion to establish a public hearing to change the zoning district boundaries for this property and adjoining property (also zoned C1) for July 20<sup>th</sup>, 2020 at 6:00 PM. Knight seconded. MCU.

**Old Business**

- c) Farmland Preservation; Discussed Johnson County ordinance and methods used for farmland preservation.
- d) Short term rentals were briefly discussed.

**Reports**

- b) Blake updated the Commission regarding the new Flood Plain mapping progress, impact of new state legislation and office activities.

Leppert made a motion to adjourn. Knight seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**July 20, 2020**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:

			Term Expires
	Vacant	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Vacant	Absent	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Leppert made a motion to approve the agenda. Knight seconded. MCU.

Knight made a motion to approve the minutes from June 22, 2020. Leppert seconded. MCU

Public Comments: None.

**New Business**

- o) Public Hearing; Zoning District Change—Friest, Gregory, 929 Lansing Harpers Road, Harpers Ferry, Iowa and adjoining and zoned commercial C-1. The Commission opened the public hearing. There were no comments regarding the request and the proposal to change the zoning district from C1 to A1. The public hearing was closed. The Commission reviewed the proposal for compliance with the Comprehensive Plan and found that the proposal was in compliance with the Plan. Leppert made a motion to recommend the Supervisors amend the Zoning Ordinance and Map by changing the zoning district from C1 to A1 for the property located at 929 and 933 Lansing Harpers Road, Harpers Ferry, Iowa and adjoining land owned by Ronald and Brigid Cota. Knight seconded. MCU
- p) The commission reviewed the Keith Bakkum subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Lepper seconded. MCU.
- q) The commission reviewed the Steven and Judy Kurth subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- r) The commission reviewed the JTAG Land LLC subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors upon the condition that the owners provide easements as needed for proper access to the parcels. Lepper seconded. MCU.
- s) The commission reviewed the John Lewis subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- t) The commission reviewed the Dana Fink subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Leppert seconded. MCU.
- u) The commission reviewed the Paul and Mary Farley subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.

**Old Business**

- e) The Commission discussed the timeline for completion of the Comprehensive Plan and Farmland Preservation and other aspects that will be included in the Plan.

**Reports**

- c) Blake updated the Commission regarding the new Flood Plain mapping progress and office activities.

Knight made a motion to adjourn. Leppert seconded. MCU.

Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**August 17, 2020**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Vacant	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Vacant	Absent	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Knight made a motion to approve the agenda. Leppert seconded. MCU.

Knight made a motion to approve the minutes from July 20, 2020. Leppert seconded. MCU

Public Comments: None.

**New Business**

- a) The commission reviewed the Iva Nell Althoff Estate subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- b) The commission reviewed the Lynette and Brian Schatz and Lanny and Linda Sheffert subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Leppert seconded. MCU.
- c) The commission reviewed the James Rema subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.

**Old Business**

- a) None.

**Reports**

- a) None.

Leppert made a motion to adjourn. Knight seconded. MCU.

Thomas Blake, Zoning Administrator



**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**August 26, 2020**

Meeting was called to order at 6:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Vacant	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Vacant	Absent	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Knight made a motion to approve the agenda. Leppert seconded. MCU.

Public Comments: None.

**New Business**

- d) The Commission reviewed the draft floodplain ordinance and adopted changes to the draft as recommended by the Zoning Administrator. Consensus to forward draft floodplain ordinance to the Supervisors for consideration and approval.

**Old Business**

- b) None.

**Reports**

- b) None.

Knight made a motion to adjourn. Leppert seconded. MCU.

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Thomas Blake, Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**September 21, 2020**

Meeting was called to order at 5:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:			Term Expires
	Vacant	Absent	2020
Vice-Chair	Jack Knight	Present	2021
	Vacant	Absent	2022
Chair person	James Pladsen	Present	2023
	Duane Leppert	Present	2024

Staff present: Tom Blake, Zoning Administrator. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Knight made a motion to approve the agenda. Leppert seconded. MCU.

Knight made a motion to approve the minutes from August 17, 2020. Leppert seconded. MCU.

Leppert made a motion to approve the minutes from August 26, 2020. Knight seconded. MCU

Public Comments: None.

**New Business**

- e) The commission reviewed the Triple M Ridge Farms subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- f) The commission reviewed the Jerry and Mabelle Bulman subdivision plat. After discussion and review, Knight made a motion to recommend approval to the Supervisors. Leppert seconded. MCU.
- g) The commission reviewed the site plan for Jeff Allison, 2573 Hwy 76, Dorchester (Sportsmens Motel and Camp). After discussion and review, Leppert made a motion to approve the proposed lot sizes for the commercial uses (cabin/campground and the Motel). Knight seconded. MCU.
- h) The commission reviewed the Randy Kruger subdivision plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Knight seconded. MCU.
- i) The commission reviewed the William and Matthew Behrend subdivision plat. Blake advised that Plat Review had not yet reviewed the plat. Consensus of Commission to table until Plat Review Committee had reviewed the subdivision plat.

**Old Business**

- c) Comprehensive Plan update was discussed. Blake advised that Chapters 5 – 9 were available now. Blake will forward to members for review.
- d) Flood Plain Ordinance and Map update. Blake informed members that the map and ordinance update had been presented to Supervisors as directed by Commission and that it was now officially approved.

**Reports**

- c) None.

Knight made a motion to adjourn. Leppert seconded. MCU.

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Thomas Blake, Zoning Administrator