

## **ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**

**January 19, 2021**

Meeting was called to order at 5:04 P. M. by James Pladsen

**Roll call of Commission Members:** Term Expires

Vice-Chair Jack Knight Absent 2021

Vacant Absent 2022

Chairperson James Pladsen Present 2023

Duane Leppert Present 2024

Dan Byrnes in Jack Knights absence.

Vacant Absent 2025

### **Others Present:**

Mandy O'Neill, Planning & Zoning Administrative Assistant

Laurie Moody, Env. Health Sanitarian & Planning/Zoning Interim Admin.

Jeff Allison

**VIA ZOOM:** Leon & Regina Manning, Joel Twedt, Tim & Michelle Schwartzhoff, Jill Sharon, Mitchell & Rosemary Robinson. Jeremy Thompson, Nathan Trappe & Lisa Pritchard

**All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.**

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

Leppert made a motion to appoint James Pladsen as chair and Jack Knight as Vice Chair. Byrnes seconded. MCU.

Leppert made a motion to approve the meeting minutes from November 16 & December 23 as presented and December 21 with submitted changes. Pladsen seconded. MCU

**Public Comments: None**

### **New Business**

a) **Public Hearing:** Parcel ID# 1724127002 Leon & Regina Manning 966 Winnfield Rd, Harpers Ferry. Manning's were present via zoom to present their request of a zoning change from R2 to C1 to allow for an existing garage structure and land to be used as an autobody shop and car dealership for a commercial business. Laurie Moody presented her staff report on the property stating that in 1990 this property was zoned from R1 to R2 by James and Shara Cota. Neighboring properties to the west are in the city limits of Harpers Ferry, which were annexed in 2006 and 2019. The lot hosts two septic systems and a private owned sand point well. Laurie also read aloud the six letters received back from neighbors, along with one from the City of Harpers and one from Allamakee County Engineer. There were 3 opposed and 3 in favor of the zoning request. Mitchell & Rosemary Robinson were present via zoom to present their concerns to the committee. Rosemary said "they never would have bought their lot knowing that a car business was coming in their back yard. They are selling their current home and they have plans to build in June to make their lot at 107 Evanson Street their permanent home. They want businesses to come to Harpers Ferry, but their concerns are that vehicles attract varmants, there would be extra traffic and dust." They have concern with this business in their back yard when their grandkids come over. The Robinsons had a question about the minimum acres for a commercial lot. Laurie explained the minimum lot size is 150 feet in width for the need of septic, water and building to be zoned C1.

Regina states they are not opening a junk yard per neighbors concerns of junk laying around. Regina states that her husband, Leon, takes pride in what he does and will not leave junk lay around. When they purchased this home in 2018, the Manning's knew this would be their plan for the property. The five lots surrounding the back yard, to the west, did not exist then. Leon states without a dealer license he can sell five cars per year. If he is approved for commercial zoning, he would like to have ten cars for sale at one time in the front yard. Manning states regardless of

zoning, he will tinker in his yard with vehicles. The Mannings state they have pets and grandkids themselves, so having a mess isn't in their plan. Leon will be the sole owner of the business with no employees. He will buy cars, fix them up and sell them, more so as a mechanic, not a big business. Regina states she has heard from neighbors who are opposed to a fence, but they did not send back response letters. Pladsen commented that the city is going to expect a fence to protect the neighbors in a city subdivision. Byrnes states the city and others are requesting an 8' high fence and arborvitae trees on the west side. Byrnes further stated a paved road simply won't happen. He makes mention of a solid fence on city side and an enclosed fenced in area. Moody recommended considering reducing the amount of total land changed to C-1 from 1.84 acres to closer to .7+/- of an acre which is still meeting the minimum C-1 lot requirements of 150' wide and with approval of county Sanitarian for lot size. This would require a new survey to create a new smaller lot and not have such a large lot as C-1 and be vulnerable to everything listed as permitted in C-1 in the event Manning's would sell and this can keep their home out of commercial zoning. Zoning request will be tabled so the Manning's can get their lot surveyed and create a new lot for the commercial zoning to only include the shop area.

b) The commission reviewed the Michael A & Rachel Burrichter Subdivision Plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Byrnes seconded. MCU

c) The commission reviewed the James F Schwartzhoff Subdivision Plat. After discussion and review, Leppert made a motion to recommend approval to the Supervisors. Byrnes seconded. MCU

d) The commission reviewed the Jeffrey J Allison Subdivision Plat. There are concerns about the house lot not being properly defined in the survey and the hotel lot being <1 acre zoned A-1. After discussion and review, Byrnes made a motion to table this plat until more information from Ryland Benzing, surveyor, can be obtained. Leppert seconded. MCU

e) The commission reviewed the Allen Rentals Company LLC Subdivision Plat. After discussion of this split being the best way to clean up the parcels, Byrnes made a motion to recommend approval to the Supervisors. Leppert seconded. MCU

f) The commission reviewed the David E Fish Subdivision Plat. Comment was made that the road needs to remain as platted and be 66' wide and that all parties have an ingress/egress access point. After discussion and review, Byrnes made a motion to recommend approval to the Supervisors. Leppert seconded. MCU

### **Old Business None**

**Reports** Comprehensive Plan was discussed as Aaron Deters is now making necessary changes due to the request from Farm Bureau at \$55/hr. The steering committee should be having a meeting in February to go over the updates.

### **Office Updates/General Discussion**

a) Next Meeting- Monday February 15, 2021 at 5pm

Leppert made a motion to adjourn at 7:28pm and Byrnes seconded. MCU.

Laurie Moody, Interim Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
PHONE CONFERENCE**

**January 22, 2021**

Meeting was called to order at 1:05 P. M. by James Pladsen

**Roll call of Commission Members:** Term Expires

Vacant Absent 2020

Vice-Chair Jack Knight Absent 2021

Vacant Absent 2022

Chair person James Pladsen Present by phone 2023

Duane Leppert Present by phone 2024

Dan Byrnes in Jack Knights absence Present by phone

**Staff present:**

Mandy O'Neill, Administrative Assistant

All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Meeting called to order at 12:03pm

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

**Public Comments:** None

**New Business:**

a) The commission reviewed the Jeffrey J Allison Subdivision Plat that was tabled from the meeting on 1-19-21. All people involved in this plat- recorder, auditor, and surveyor- Ryland Benzing, have now presented all information needed for the property located at 2753 Hwy 76, Dorchester, in the Sportsmen's Subdivision, lot 1 is 4.9 acres and the remaining portion which includes the house is a separate lot. The well lot, known as lot 2, is at the northeastern portion of the new lot 1. Byrnes made a motion to recommend approval as presented to the Supervisors. Leppert seconded. MCU

**Old Business**

a) None

**Reports**

a) None.

Leppert made a motion to adjourn at 12:10pm and Byrnes seconded. MCU.

Laurie Moody

Interim Zoning Administrator

## ALLAMAKEE COUNTY PLANNING & ZONING COMMISSION MEETING

### Minutes from 2/15/2021

**Members Present:** Jim Pladsen, Duane Leppert, \*Dan Byrnes (\*serving as special board member)

**Members Absent:** Jack Knight

**Others Present:** Laurie Moody-Interim Zoning Administrator,  
Mandy O'Neill-Zoning Administrative Assistant,  
Travis Bernau-Public

**Others Present Via Zoom Meetings:** Wesly Hill, Timothy Hogan,

\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously

**Call to Order:** P & Z meeting was called to order at 5:03pm by Chairman Pladsen

**Approval of Agenda:** Motion by Brynes/Leppert to approve tonight's agenda, MCU

**Approval of Minutes:** Motion by Byrnes/Leppert to approve the minutes from 1/19/2021 and 1/22/2021 with a few minor wording corrections from the 1/19/21 minutes to clarify Brynes' position regarding the paving of Winfield Road and spelling correction of the word "*arborvitae*". MCU

**Public Comment:** None

#### **New Business:**

**(A) Wesley Hill Sub-Division Plat:** Moody presented the plat application filed by Wesley Hill to sell approximately 33 total acres to his brother Wayne Hill (an adjoining landowner). The concern of how the remaining property owned by Wesley would be accessed was brought up by Leppert. O'Neill mentioned she had asked Surveyor Benzing the same question and it was stated Wesley could gain access from Silver Creek Road at the NW corner of the property. Hill stated that they did have an old water crossing on Silver Creek Road, however that had been damaged in the past by multiple rainstorms and was not longer accessible. Byrnes asked how he planned on getting any access if this site is no longer feasible to which Hill stated he was working on getting an easement from Wayne on the existing farm driveway/access- but it just was not completed yet. Moody asked Hill if he had Surveyor Benzing working on the easement since it was stated on "FORM A" that the access would be described by Plat. Hill said he had only spoken with his attorney Bill Shafer and assumed he was working on it. Moody read a comment on "FORM A" dated 10/26/2020 from then Zoning Administrator Thomas Blake that "...Wesley should retain easement to provide access to his remaining parcel..." After further discussion, motion by Byrnes to table this plat approval until the easement language is presented. Seconded by

Leppert. MCU Hill was referred to contact either Attorney Shafer or Surveyor Benzing to assist him in getting the proper easement requirements taken care of with his brother. Once he has this done, the P&Z Commission will revisit it and make their approval.

**(B) R&K Jepsen Enterprizes LLC Subdivision Plat:** Moody presented the plat application filed by the Jepsen's. Travis Bernau was present as the "buyer" of the land that will be sold on the west side of Balsom Road. According to Bernau, Jepsen's plan to keep all the property on the east side of Balsom Road but as the current plat shows, there are 2 small bump outs (1 on each side of the county road) and the buyer & seller agreed to "swap" one for the other in order to keep all land separated by the county road belonging to just one owner. Motion by Leppert/Byrnes to approve the plat as submitted. MCU

**(C) Timothy Hogan Review of Proposed Construction in the Bluffland Protection District:** Moody read aloud her staff report regarding the area, the age of the Harpers Highlands Sub-Division, their internal private roadway system, existing home construction in the areas adjoining the Hogan lot and Mr. Hogan's construction plans on Lot #30. She stated that per conversations with Hogan on the phone, it was understood the only excavation needing to be done in the Bluffland would be piers for a wrap around deck, not that of a basement therefore not doing extensive damage to the land. She mentioned the site limitations on Lot 30 with one being the Bluffland protection district itself and the amount of ground it covers. Another being the desire to protect as many old trees and natural ground vegetation as possible. Timothy Hogan was joining the meeting via zoom from Texas. He stated that his intentions are to keep the walnut trees in-tact and may actually only need about 15' instead of the 20' of building into the Bluffland area. Pladsen asked Hogan if there was any ability to move the house plans to the north more in order to avoid the Bluffland. Hogan said he is trying to situate the building to be square with the bluff and utilize the canopy of the trees as much as possible. He said he could possibly move about 10' to the north but not much more. Pladsen then stated even though he can, he must still stay the required 10' away from the lot line for side yard setback. Byrnes asked if was all only a 10' wide porch on piers that are located in the Bluffland. Hogan replied yes, all porch and that it may only be a corner of the porch. Byrnes asked even if the P&Z allowed the construction in the Bluffland, does the Board of Adjustments still need to approve it or is this the final approval. Moody mentioned that the P&Z would be approving it, not the BOA. Leppert felt it was important for the P&Z members to go look at the site to verify all the measurements and if there are any other options, Byrnes agreed that would be best before making any decisions. Pladsen said that

maybe with moving more north and closer to the cul-de-sec there may no longer be a need to be inside the Bluffland portion at all. Byrnes said he was reluctant to just approve it without seeing it. Mr. Hogan stated he would be happy to have the P&Z members come to the site and look it over and agreed it would be beneficial for them to see it. Hogan said he had Tom Blake out in the past. They had marked out what they felt was the 50' & 100' measurements off the top of the Bluff and the 10' from the northern property line setback. Pladsen said that once the weather warms up and time allows for it, the board will make a trip down to the site. Hogan stated he would be back from Texas in April and would like to have this wrapped up before then. Byrnes moved to table any further discussions on the matter until after going to the site, then reconvene as a board to make a decision. Leppert seconded. MCU Moody informed Hogan that we would be taking him off the list for the Board of Adjustments March meeting for now then until a decision is reached by P&Z as that will determine how much of a variance he will be asking the BOA for. Hogan was OK with the decision as he won't be doing any excavation for a couple months anyway.

**Old Business:** None

**Reports:** None

**Office Updates/General Discussion:**

- (A) Discussed the 3 interviews for the Zoning Administrator position. The official offer will be made to Stephanie Runkle of Lansing by the Board of Supervisors
- (B) Board member terms were discussed. One of the vacant positions expired as of 12/31/2020 and will now roll over to be a full 5 year term expiring 12/31/2025 and the other vacancy expiring 12/31/2022 (2 year term).
- (C) General (Non-Voting) discussion on a couple of lots in the county that have some zoning questions for new construction plans. Both parties requested some assistance from the P&Z for how to proceed. Moody will contact the parties to discuss the conversations about their individual situations.
- (D) Mandy O'Neill had a new Bluffland Construction document prepared to ask the P&Z for their input on. Since we had a party on this agenda request to construct in the Bluffland, she discovered there was really no formal request application so has created one that will be used for future request. The form can be modified as necessary.

**Adjourn:** There being no further business to discuss, motion by Leppert/Byrnes to adjourn. Motion stands with meeting adjourned at 7:13pm MCU

Please notify the undersigned for any errors, omissions, or corrections

Laurie M. Moody-Interim Zoning Administrator

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**

**March 15, 2021**

**Roll call of Commission Members:**

			Term Expires
Vice-Chair	Jack Knight	Absent	2021
	Vacant	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Dan Byrnes in Jack Knights absence.		
	Vacant	Absent	2025

**Members Present:** Jim Pladsen, Duane Leppert, \*Dan Byrnes (\*serving as special board member)

**Members Absent:** Jack Knight

**Others Present:** Mandy O’Neill-Zoning Administrative Assistant; Larry Farley, Scott Berg, Lucas Rocksvold, Craid & Coni Rocksvold, Val Reinke

**Others Present Via Zoom Meetings:** Laurie Moody- Environmental Health Sanitarian

*\*All Board Members voting “AYE” unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 5:05 pm by Chairman Pladsen

**Approval of Agenda:** Motion by Brynes/ Seconded by Leppert MCU

**Approval of Minutes:** Motion by Leppert/Byrnes to approve the minutes from 2/15/2021 MCU

**Public Comment:** Scott Berg- Lansing Properties LLC- 1456 Hwy 9, Lansing

Scott presented that he has two parties interested in purchasing this property known as the old Calhoun Creamery. The parcel with the building is zoned Industrial and Mr. Berg is questioning if it would be proper to apply for a zoning change. One person is interested in purchasing the two East side buildings and convert into a home and office; the other party is interested in the garage ports to continue the current detailing business there as the Rethwisch family currently rents the space from Mr. Berg. Pladsen makes mention that a potential issue down the road in splitting the buildings can’t come back in one year and ask to re-zone back. Pladsen has visited the site and Leppert has drove through. Byrnes and Knight will plan to visit the site. Berg mentions they will continue to share the well for the beginning but that Rethwisch’s may want their own well on the portion of the 6-acre parcel zoned ag currently for future plans to build a home on. Pladsen recommends for Mr. Berg to go to the BOA for a variance on setbacks and that he will need a site plan.

**New Business:**

**(A) Harold and Patricia Colsch Sub-Division Plat:** Runkle presented the plat application filed by Harold and Patricia Colsch to sell approximately 5.95 total acres to Lucas Rocksvold (an adjoining landowner). Lucas Rocksvold speaks on behalf of this purchase. He

states that when he owns this property, he will own a combined total of 9 acres. There is an issue with the fence line that runs down the creek bed. He would like to move the fence to the field so it doesn't keep getting wiped out. He understands the bluffland area at this parcel doesn't prevent the transfer of the property but may prevent him to build in areas. He is currently re-building his home in the same footprint from a permit in 2011 on the currently owned parcel, which burnt down, and he received a new building permit #110-19 in 2019 to do so. Farley states that Rocksvolds current zoning is A1 and that doesn't permit junk yards and he has a concern about objects on the property. Runkle drove out to the Rocksvold property today and took pictures of the property. She states the evidence does not show any appearance of a junk yard. Byrnes states that tonight's issue is about dividing the Colsch property. Motion by Leppert/Seconded by Byrnes to approve the plat as submitted. MCU

**(B) Patrick and Tara Reisinger Subdivision Plat:** Runkle presented the plat application filed by the Reisinger's. Reisinger's are selling 20 acres from a parcel bordering Waterville Rd. After discussion and review a motion was made by Leppert/Seconded by Byrnes to approve the plat as submitted. MCU

**(C)Peggy Ann Meyer Subdivision Plat:** Runkle presented the plat application filed by Peggy Ann Meyer to sell a portion of two different parcels to her son, Mike Burrichter. Parcel ID 1107300002-selling 3.24 acres and 1118100001-selling 5.67 acres, both bordering Village Creek Rd. After discussion and review a motion was made by Leppert/Seconded by Byrnes to approve the plat as submitted. MCU

**(D) Lyle T Colsch Subdivision Plat:** Runkle presented the plat application filed by Lyle Colsch to sell 4.72 acres from his property bordering Waterloo Creek Dr, to his son in law Donny Chase. After discussion and review a motion was made by Byrnes /Seconded by Leppert to approve the plat as submitted. MCU

### **Old Business:**

#### Comprehensive Plan Public Hearing

- Pladsen explains the changes requested by Farm Bureau and how he talked to Melssa Wedo about the changes she wanted. Issues mentioned were the term "Industrial scale farming", negative public comments from citizens, and the wording on pg 54. Melissa Wedo and Ross Weymiller of Farm Bureau suggest



rewording the sentence from "However, as discussed in previous sections, large - scale agriculture and extractive industry can be in conflict with the health of our physical environment." to "However, some citizens are concerned about the potential conflict between agriculture and extractive industries and our environment."

- Leppert makes a motion to change the wording on pg. 54 to the suggestion from Wedo and Weymiller of Farm Bureau. Jim seconds motion.

**Reports:** None

**Office Updates/General Discussion:** Pladsen has spoken someone interested in joining the commission and an application will be given to him.

**Adjourn:** There being no further business to discuss, motion by Leppert/Seconded by Byrnes to adjourn. Motion stands with meeting adjourned at 7:00pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**April 19, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Jim Pladsen, Duane Leppert, Jack Knight, James Garrett

**Members Absent:** none

**Others Present:** Mandy O'Neill-Zoning Administrative Assistant.

**Others Present Via Zoom Meetings:** Laurie Moody- Environmental Health Sanitarian, Mary Olson, Leon & Regina Manning, Mark & Jeannie Haight, Sarah Grover, Mitchell & Rosemary Robinson, and Dan Byrnes

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at pm by Chairman Pladsen

**Approval of Agenda:** Motion by Leppert/ Seconded by Knight MCU

**Approval of Minutes:** Motion by Leppert/Seconded by Pladsen to approve the minutes from 3/15/2021 MCU

**Public Comment**

**New Business:**

**(A) Public Hearing- Sarah Grover**

Runkle read the staff report to the commission members. A 66' easement was discussed due to the narrow and steep roadway. Septic and well use were discussed and the Haight's stated they would like to have their own. Grover states her current cabins location is a convenient location, which is why Haight's would like their cabin closer. Grover is gifting, not selling, 1 acre to Haight. Pladsen asked Grover what would happen in the future if Haight didn't want further ownership of her gifted lot. In the gifting paperwork or deed, Grover will have it stated that the land needs to be given to a family member as this area is an 1864 Heritage Farm. It was noted that Grover's septic has a road over it right now and she agreed to change that setup this summer. Pladsen requested the following conditions be in writing- an access easement, well share agreement and an easement to Jack Heffern for his property access. This case is tabled for now.

**(B) Public Hearing- Leon & Regina Manning**

This is a continuation from the public hearing that was held initially on January 19, 2021 where the Planning & Zoning Commission requested a new survey be completed to create a new lot of the shop area. The new survey came in measuring the lot as 150' X 200' for the purpose of commercial zoning. Discussion took place about having a fence to separate commercial building from residential lot. It is asked that automobile parts be within the fence for containment. Robinsons stated they were moving to Harpers to get away from the 'city life' aspect and enjoy the quiet town as they didn't expect a business in their back yard. The commission agrees that the property owner needs to have in writing a conditional rezoning stating the lot will only be used for an autobody shop & car dealership and nothing else. Garrett agrees to contact Allamakee County Attorney regarding this. This case is tabled until further information is received.

**(C) Timothy Hogan building in bluffland protection district-**

This is a continuation from 2-15-2021 meeting, where a site visit by the commission was agreed upon. This site visit took place April 13, 2021. Hogan is asking to build 13' into the buildable bluffland area. There was discussion on moving the house North or changing the deck layout. Knight made a motion to deny the Hogan site plan as presented. Leppert seconded.

**Aye-** Garrett, Leppert and Knight

**No-** Pladsen

Motion Carried

**(D) Wesley Hill Subdivision Plat:** Runkle presented the plat application filed by Hill to sell 32 acres to his brother, Wayne. This plat was tabled from 2-15-21 where Hill was asked to obtain an easement. The new plat shows a 66' ingress/egress easement to the North East of the property, off the driveway coming in from Pioneer Drive. After discussion and review a motion was made by Knight/Seconded by Leppert to approve the plat as submitted. MCU

**(E) Frank & Carol Sivesind Subdivision Plat:** Runkle presented the plat application filed by Sivesind's to sell approximately 10 acres to their granddaughter. After

discussion and review a motion was made by Leppert /Seconded by Knight to approve the plat as submitted. MCU

**(F) JE Twedt FS, LLC Subdivision Plat:** Runkle presented the plat application filed by Twedt to add approximately .5/acre to his adjacent lot. After discussion and review a motion was made by Knight /Seconded by Garrett to approve the plat as submitted. MCU

**(G) Michael F & Virginia M Subdivision Plat:** Runkle presented the plat application filed by O'Hares to sell approximately 13 acres. After discussion of an easement and looking into the bluffland protection district, a motion was made by Garrett /Seconded by Leppert to approve the plat as submitted. MCU

**(H) Lyle R Stock Subdivision Plat:** Runkle presented the plat application filed by Stock to sell approximately 10 acres. Buyer is known as Freddy Miller and he will be farming the land as he owns adjoining land. After discussion and review a motion was made by Leppert /Seconded by Garrett to approve the plat as submitted. MCU

**(I) Samuel D & Shelby J Schwartz Subdivision Plat:** Runkle presented the plat application filed by Schwartz's to sell three new parcels of land approximately 28, 25 and 4 acres. Questions were brought up about access to each new parcel and it was determined there is access off Elon Dr. and Bakkum Rd. After discussion and review a motion was made by Knight /Seconded by Garrett to approve the plat as submitted.

**Aye-** Garrett, Pladsen, Knight

**No-** Leppert

Motion Carried

**(J) Gary A & Therese M Lechtenberg Subdivision Plat:** Runkle presented the plat application filed by Lechtenberg to split off approximately 3 acres of the home and separating it from farm ground. After discussion and review a motion was made by Leppert /Seconded by Knight to approve the plat as submitted. MCU

**Old Business:** Updating members on Larry Farley formal complaint on Lukas Rocksvold property located at 1730 O'Neill Ridge Rd., Waukon. A building permit was issued for Rocksvold to build on same footprint, so bluffland doesn't apply. Rocksvold's current permit is good until 12-2021.

**Reports:** None

**Office Updates/General Discussion:** The Planning & Zoning Office has been speaking with the Auditor and Recorder Offices about the time sensitive aspect and having a smoother paperwork process. All are requesting a second monthly planning and zoning commission meeting be held to ease the quantity of work coming through all offices. It is agreed upon that the 3<sup>rd</sup> Monday of the month will remain as the primary meeting and the 1<sup>st</sup> Monday of the month will be a secondary meeting.

**Adjourn:** There being no further business to discuss, motion by Leppert/Seconded by Garrett to adjourn. Motion stands with meeting adjourned at 8:00pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
May 3, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Jim Pladsen, Duane Leppert, Jack Knight, James Garrett

**Members Absent:** none

**Others Present:** Leon and Regina Manning, Scott Berg representing Lansing Properties LLC, Stephanie Runkle Zoning Administrator and Mandy O'Neill-Zoning Administrative Assistant.

**Others Present Via Zoom Meetings:** Laurie Moody- Environmental Health Sanitarian

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at pm by Chairman Pladsen

**Approval of Agenda:** Motion by Garrett/ Seconded by Knight MCU

**Approval of Minutes:** Motion by Knight/Seconded by Leppert to approve the minutes from 4/19/2021 MCU

**Public Comment**

**New Business:**

**(A) Public Hearing-** Continuation of Leon & Regina Manning- Amend zoning map from Residential (R2) to Commercial (C1) to allow for an existing garage structure & land to be used as an autobody shop and car dealership for a commercial business. This application has been filed to change the zone of the southern lot measuring 150' long (North and South) X 200' wide (West and East). Parcel ID #1724127002.

Manning's presented a survey of their property. Regina gave an oral outline of all they have done since acquiring the property including speaking to former Zoning Administrator Tom Blake about wanting an auto repair and car dealership there prior to purchasing and Tom had told them it was ok to do it in that location. They mentioned they spoke to him before building the shop and he said it was ok. Then they came in in November to speak about wanting to start the dealership and auto repair business. In December it was decided that it should go to Planning and Zoning rather than the Board of Adjustments. The Manning's were on the January 19<sup>th</sup> agenda. 37 letters were sent out with 3 in favor and 3 in opposition. As Regina said they were told to get their property surveyed and to

divide the lower portion so that it could be zoned commercial. The Manning's did this. They were asked to wait for a resolution from the City of Harpers Ferry and they did. They were asked to agree to a fence and the Manning's did agree. Once all this was done at the request of Planning and Zoning, they were denied the approval from the Planning and Zoning Board. Regina mentioned that no one else in the county has conditions on their zoning and to ask the Manning's to do it is discriminatory. Manning's asked if they could have a vote on the Commercial Zoning without conditions. Garrett made a motion to deny Manning's request to change the zoning from R-2 to Commercial, Knight seconded. Jim Pladsen voted aye and Leppert Voted nay. Motion Carried. Jim Pladsen stated his reason for denial is the long-term impact of permanent zoning change to commercial (spot zoning).

At 7:00 P.M. Jim Garrett recused himself from the Lansing Properties LLC Subdivision plat citing a conflict of interest. Garrett left the meeting.

**(B) Lansing Properties LLC Subdivision Plat:** After discussion of the Lansing Properties LLC subdivision plat, Pladsen made a motion for approval, Knight seconded, MCU.

**Old Business:** Updating members on the previous Tim Hogan Bluffland Construction Permit. The Board of Supervisors approved the permit. This started a discussion lead by Jim Pladsen about how in the past the idea was to move people completely out of the Bluffland, but maybe if we are allowed to let them a tiny bit that wouldn't be such a bad idea. If people are allowed to build in the Bluffland Protection District then there are requirements spelled out as to design requirements and if they are out of the Bluffland Protection District, they can build anyway they want. The discussion ended.

**Adjourn:** There being no further business to discuss, motion by Leppert/Seconded by Knight to adjourn. Motion stands with meeting adjourned at 8:10 pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
May 17, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Jim Pladsen, Duane Leppert, Jack Knight, James Garrett

**Members Absent:** none

**Others Present:** Leon and Regina Manning, Scott Berg representing Lansing Properties LLC,  
Ray and Kerry Wacker and Stephanie Runkle Zoning Administrator

**Others Present Via Zoom Meetings:**

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6 pm by Chairman Pladsen

**Approval of Agenda:** Motion by Knight/ Seconded by Leppert MCU

**Approval of Minutes:** tabled until next meeting June 7<sup>th</sup>, 2021

**Public Comment:** Ray and Kerry Wacker were present to discuss the appeal of the Zoning Administrators decision to not allow for a property line adjustment concerning their property at 2246 Bluebird Rd and the neighboring property belonging to Steven and Michael Johanningmeier. No decision was made as it was not on the agenda. Leon and Regina Manning discussed the possible options to their property at 966 Winfield Road concerning Conditional Zoning. The Commission and Manning's discussed different ideas and decided to add it to the agenda for June 7<sup>th</sup>.

**New Business:**

**(A) Public Hearing-** Runkle presented to the board the power point regarding both properties owned by Lansing Properties LLC. The first one being 1456 Highway 9, Lansing IA. Which is legally described as: Lot 2 of Lot 1 of Lot 1 of Lot 1 , Lot 3 of Lot 1 of Lot 1, Lot 2 of Lot 2 of Lot 1, Lot 2 of Lot 2 of Lot 5 in the SW1/4 of the NE1/4 of Section 32, Township 99 North, Range 4 West of the 5th Prime Meridian. This parcel will change zoning from I-1, Industrial to R-2, Low Density Residential. The neighboring second property legally described as: Lot 1 of Lot 1 of Lot 1 of Lot 1, Lot 1 of Lot 2 of Lot 5, Lot 3 of Lot 5, Lot 1 of Lot 5, Lot 1 of Lot 2 of Lot 1, Lot 2 of Lot 1 of Lot 1 in the SW1/4 of the NE1/4 of Section 32, Township 99 North, Range 4 West of the 5th Prime Meridian in Lansing, IA will change from I-1, Industrial to C-1 Commercial. The Commission was up to speed on the request due to the previous meeting's approval of the subdivision plat presented by



Runkle. Lansing Properties LLC had been present and explained all the updates to the property and the reasoning behind the rezoning request. Knight made a motion to approve the zoning change request at 1456 HWY 9 from I-1, Industrial to R-2, Low Density Residential, Leppert seconded the motion. Garrett abstained. Knight, Leppert, and Pladsen aye. Motion Carried.

Knight made a motion to approve the zoning change request at Lot 1 of Lot 1 of Lot 1 of Lot 1, Lot 1 of Lot 2 of Lot 5, Lot 3 of Lot 5, Lot 1 of Lot 5, Lot 1 of Lot 2 of Lot 1, Lot 2 of Lot 1 of Lot 1 in the SW1/4 of the NE1/4 of Section 32, Township 99 North, Range 4 West of the 5th Prime Meridian in Lansing, IA from I-1, Industrial to C-1, Commercial. Leppert seconded the motion, Garrett abstained. Knight, Leppert, and Pladsen aye. Motion Carried.

- (B)** CONTINUATION- Sarah Grover- Amend zoning map from Agricultural (A1) to Low Density Residential (R2) to permit the split of the 3-acre parcel into three divisions with one portion to remain owned by Mrs. Grover, the second to be owned by Jeannie Haight, and the third to be given back to the adjoining Heffern Family, LLC. Parcel ID #1729400007. Sarah Grover and family were not on Zoom. Runkle made a phone call to Sarah, who explained it might be tabled for a year. Sarah agreed to phone Runkle the next day to discuss. No decision was made.

**Old Business:**

**Reports:** Larry Farley's complaint regarding Rocksvolds Property at 1730 O'Neill Ridge Rd. Runkle updated the Commission on her recent site visit on May 13<sup>th</sup>. Lucas had been present and while there was considerable improvement on the property, there were a couple of items that still needed to be done including removing/covering a burn pile and moving a truck that is visible from the road. Runkle stated that she planned to return at the end of June.

**Adjourn:** There being no further business to discuss, motion by Garret/Seconded by Knight to adjourn. Motion stands with meeting adjourned at 7:10 pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING

June 7, 2021

**Roll call of Commission Members:**

			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Garrett

**Members Absent:** Jim Pladsen

**Others Present:** Leon and Regina Manning, Heidi Dougherty, Devin Ryan, and Stephanie Runkle- Zoning Administrator

**Others Present Via Zoom Meetings:**

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6 pm by Vice Chair, Jack Knight in Pladsens absence.

**Approval of Agenda:** All in favor. MCU

**Approval of Minutes:** All in favor. MCU

**Public Comment:** None

**New Business:**

- (A) Public Hearing-** Runkle presented to the board an application for a change of the Official Zoning Map of Allamakee County. This amendment filed by Devin Ryan will change the zoning district from I-1, Industrial to A-1, Agricultural for the following property: 1737 Highway 76, Waukon. Discussion took place on the state right of way, well with is in the North corner of the lot, and the septic which is current and Laurie Moody has looked at both well and septic. Garrett made a motion to approve the zoning change to A-1/Leppert Seconded. All in favor. MCU.
- (B)**Runkle presented to the board an application for a change of the Official Zoning Map of Allamakee County. This amendment filed by Leon & Regina Manning will change the zoning district from R-2, Low Density Residential District to C-1, Commercial with **Conditional Zoning** for the southern 150' x 200' portion of the following property: 966 Winfield Rd Harper's Ferry. Discussion took place from previous hearings regarding a fence. Garrett expressed Leon stated he has been thinking about this proposal and he does not want the fence next to the big shed due to snow falling off the roof. Garrett mentioned that he did not want to make a motion unless he saw the agreement in writing. Runkle stated that she had consulted the Assistant County Attorney, Jill Kistler prior to the Planning and Zoning Meeting and she had said that the Planning and Zoning Commission is to decide on the conditions and make a motion on the terms of the Conditional Zoning and then the paperwork will be drawn up. Garrett again mentioned that

he would not approve anything that wasn't in writing for the Mannings. Knight mentioned that he and Leppert could still vote against Garrett. Leppert made a motion to approve the zoning change for Commercial with Conditional Zoning for the southernmost 150' x 200' of the parcel and an 8' tall 24'X20' enclosure by shed. Knight seconded the motion, Garrett voted nay. Motion Carried

**Old Business:** None

**Reports:** Planning & Zoning Commission will no longer be meeting twice a month, we will only meet the third Monday of each month.

**Adjourn:** There being no further business to discuss, motion by Garret/Seconded by Leppert to adjourn. Motion stands with meeting adjourned at 6:40 pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**June 21, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, Jim Pladsen

**Members Absent:** James Garrett

**Others Present:** Mandy O'Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator

**Others Present Via Zoom Meetings:** Mark & Jeanne Haight, Sarah Grover

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6:04 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Leppert; Seconded by Knight. All in favor. MCU

**Approval of Minutes:** Motion by Knight. Seconded by Leppert. All in favor. MCU

**Public Comment:** None

**New Business:**

**(A) Public Hearing-** CONTINUATION- Sarah Grover- Amend zoning map from Agricultural (A1) to Low Density Residential (R2) to permit the split of the 3-acre parcel into three divisions with one portion to remain owned by Mrs. Grover, the second to be owned by Jeannie Haight, and the third to be given back to the adjoining Heffern Family, LLC. Parcel ID #1729400007. Sarah Grover and Mark & Jeanne Haight were on Zoom. Discussion took place for future generations use. Haight's state per their lawyer, this is an investment with updating their cabin and its in their best interest to own the land their cabin is sitting on. The board has concerns of the future use of the land by allowing a residential subdivision in an ag district, stating they need to be caution of setting a precedent for future land use areas. At previous meetings there was discussion of an easement and septic issues. Grover states there is an easement being made with Shafer, their lawyer, for Haight and Jack Heffern, adjoining landowner. Grover states the septic plans are made with Laurie Moody, Environmental Health Sanitarian. Motion made to table zoning request by Leppert and seconded by Knight until further research can be done on how many R2 districts are created an existing in the middle of an A1 district.

**(B) Subdivision Plats**

- a. Trevor & Mary Ann Clark- After discussion of the Clark's subdivision plat, where 40 acres +/- is being sold, Leppert made a motion for approval, Knight seconded, MCU.
- b. David & Pamela Kruger- After discussion of the Kruger's subdivision plat of selling 4 acres to their son and daughter in law, Leppert made a motion for approval, Knight seconded, MCU.
- c. Dennis Curtin- After discussion of Curtin's subdivision plat, where approximately 14 acres +/- is being sold, Knight made a motion for approval, Leppert seconded, MCU.
- d. Mark D & Barbara A Howe and Patrick J & Karran J Ryan have adjoining land which will be both sold to Allamakee County Conservation for a canoe access and restroom area. After discussion took place, Knight made a motion for approval, Leppert seconded. MCU

**Old Business:** Discussed Leon & Regina Manning agreement letter for conditional zoning.

**Reports:** None

**Adjourn:** There being no further business to discuss, motion by Knight/Seconded by Leppert to adjourn. Motion stands with meeting adjourned at 7:10 pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**July 19, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen, James Garrett

**Members Absent:** none

**Others Present:** Mandy O’Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator, Jeanne Haight, Nita Grangaard, David & Angela Daubenberger

**Others Present Via Zoom Meetings:** Mark Haight, Sarah Grover

*\*All Board Members voting “AYE” unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6:01 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Knight; Seconded by Leppert . All in favor. MCU

**Approval of Minutes:** Motion by Leppert. Seconded by Knight. All in favor. MCU

**Public Comment:** None

**New Business:**

**(A) Public Hearing-** CONTINUATION- Sarah Grover- Amend zoning map from Agricultural (A1) to Low Density Residential (R2) to permit the split of the 3-acre parcel into three divisions with one portion to remain owned by Mrs. Grover, the second to be owned by Jeannie Haight, and the third to be given back to the adjoining Heffern Family, LLC. Parcel ID #1729400007. Sarah Grover and Mark Haight were on Zoom. Discussion took place about other R2 zoned districts in the County and how they were all prior to the current ordinance and are next to small towns. Grover states even if this is something new, it’s not a bad precedent to set. Discussion led to having two cabins on the 3 acres or approaching the Board of Adjustment to allow two cabins to be on less than 3 acres to remain in the Ag zoning district. When Bob Heffern left this land to his children, the LLC forbids the sale of land to create a land division for a long time. The board encouraged the parties involved to approach the Board of Adjustments with the possibility of variances applied to the property as an avenue to have a second structure where they would like it. Motion made by Garrett and seconded by Knight to deny zoning request. All in favor. MCU.

**(B) Dave & Angie Daubenberger-** application for construction in the Bluffland Protection District at Parcel ID 1723300027at Falling Star Lane, Harpers Ferry.

They are requesting to build a 55' x 69' residence with the piers of the rear porch 48 ft into the Bluffland Protection District. Discussion took place that Mohn Surveying needs to flag out the home and garage location. Daubenbergers would like it noted that they plan to have a slab under the house and no longer a basement. Motion made by Leppert and seconded by Knight to have a site visit. All in favor. MCU Site visit set for July 26<sup>th</sup>, leaving the courthouse at 5pm.

**(C) Subdivision Plats**

- a. Randy Grotegut- Parcel ID 09-20-100-005. After discussion of Groteguts subdivision plat, where 17 acres +/- is being sold, Garrett made a motion for approval, Knight seconded, MCU.
- b. Linda Thompson-Parcel ID 11-35-200-012. After discussion of the Thompsons subdivision plat of selling 3 acres +/- . Garrett made a motion for approval, Leppert seconded, MCU.
- c. Oswald & Carol Goettler- Parcel ID 20-24-100-002. After discussion of Goettlers subdivision plat, where approximately 7 acres +/- is being sold, Leppert made a motion for approval, Knight seconded, MCU.
- d. Steven & Michael Johanningmeier-Parcel ID 14-01-400-007. After discussion took place, Garrett made a motion for approval, Leppert seconded. MCU.

**Old Business:** Lucas Rocksvold update- Yellow truck is not visible from road and he is concentrating on building house.

**Reports:** None

**Office Updates/General Discussion:** Private Burials-Discussion took place of creating a new ordinance for burials on private property.

**Adjourn:** There being no further business to discuss, motion by Leppert /Seconded by Knight to adjourn. Motion stands with meeting adjourned at 7:37 pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION SPECIAL MEETING**

**July 26, 2021**

**Roll call of Commission Members:**

			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen

**Members Absent:** James Garrett

**Others Present:** Stephanie Runkle- Zoning Administrator, David & Angela Daubenberger

**Others Present Via Zoom Meetings:**

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 5:30 pm by Chair Jim Pladsen

**Public Comment:** None

**New Business:**

- (A) **Site Visit** – Site Visit at Parcel ID 1723300027, Falling Star Lane in (Harper’s Highlands) Harper’s Ferry Iowa. The request is to have a structure built 48’ into the Bluffland Protection District. Angela and Dave Daubenberger were on site to answer questions. No decision was made at this visit. The Daubenberger’s will be on the August 16<sup>th</sup> Agenda where further discussion will be had on the Construction in the Bluffland Application.

**Adjourn:** meeting was adjourned at 6:30

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date



**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**August 16, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen

**Members Absent:** James Garrett

**Others Present:** Mandy O'Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator, David & Angela Daubenberger

**Others Present Via Zoom Meetings:** NONE

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6:03 pm by Chair Jim Pladsen

**Approval of Agenda:** All in favor. MCU

**Approval of Minutes with corrections:** Motion by Knight. Seconded by Leppert. All in favor. MCU

**Public Comment:** None

**New Business:**

- (K) **Dave & Angie Daubenberger CONTINUATION**- application for construction in the Bluffland Protection District at Parcel ID 1723300027 at Falling Star Lane, Harpers Ferry. Necessary discussion took place at the site visit in July. The new plat was submitted with the correct 40' setback. It was mentioned to the Daubenberger's the setback for their accessory use building was 30' from the property line. Motion by Knight, Seconded by Leppert to approve the new construction. All in favor. MCU

**(L) Subdivision Plats**

- a. Cote Family Farm LLC- Parcel ID 09-11-400-005. After discussion of the subdivision plat, where 3.6 acres +/- is being sold, Knight made a motion for approval, Leppert seconded, MCU.
- b. Dale E & Virginia Kurth-Parcel ID 20-03-400-011. After discussion of the Kurths subdivision plat of selling 3 acres +/- . Leppert made a motion for approval, Knight seconded, MCU.
- c. Ray D & Kerry M Wacker- Parcel ID 14-01-400-008. After discussion of Wackers subdivision plat, where approximately 1 acre +/- is being sold, Knight made a motion for approval, Leppert seconded, MCU.

**Old Business:** Buggy Burroughs property update- After some investigation, it was determined this property was previously zoned Industrial so for the sons to continue business there, no action is needed on our behalf.

**Reports:** None

**Office Updates/General Discussion:** Private Burials-Discussion took place of the new ordinance being presented to the Board of Supervisors.

**Adjourn:** There being no further business to discuss, motion by Knight /Seconded by Leppert to adjourn. Motion stands with meeting adjourned at 6:53pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION SPECIAL MEETING  
September 13, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen, Jim Garrett

**Members Absent:** None

**Others Present:** Stephanie Runkle- Zoning Administrator, Shannon Breitenstein

**Others Present Via Zoom Meetings:**

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 3:15 pm by Chair Jim Pladsen

**Public Comment:** None

**New Business:**

**(A) Site Visit** – Site Visit at Parcel ID 1530200015, Singing Springs Lane in Waukon Iowa. The request is to have a structure built 30’ into the Bluffland Protection District. Shannon Breitenstein was on site to answer questions. No decision was made at this visit. Shannon will be on the September 20<sup>th</sup> Agenda where further discussion will be had on the Construction in the Bluffland Application.

**Adjourn:** meeting was adjourned at 4:35

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**October 18, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Vacant	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen, James Garrett

**Members Absent:** None

**Others Present:** Mandy O'Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator

**Others Present Via Zoom Meetings:** none

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 6:00 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Knight. Seconded by Garrett. All in favor. MCU

**Approval of September 20 Minutes:** Motion by Leppert. Seconded by Knight. All in favor.

MCU

**Public Comment:** None

**New Business:**

**(A) Subdivision Plats**

- a. Steven, Chase & Roger Pladsen- Parcel ID 16-11-200-006. After discussion of the subdivision plat, where 3.65 acres +/- is being sold, Knight made a motion for approval, Leppert seconded, Garrett Abstained. Motion Carried.
- b. James & Patricia Byrnes- Parcel ID 06-07-100-005. After discussion of the subdivision plat of selling 20 acres +/- . Leppert made a motion for approval, Knight seconded, MCU.
- c. Seven Rivers MC Property, LLC- Parcel ID 15-07-200-009. After discussion of the subdivision plat, where approximately .10 acres +/- is being sold, Knight made a motion for approval, Leppert seconded, MCU.
- d. Regancrest Farms- Parcel ID 10-13-100-003. After discussion of the subdivision plat, where approximately 3.5 acres +/- is being sold, Garrett made a motion for approval, Knight seconded, MCU.

**Old Business:** None

**Office Updates/General Discussion:** Garrett mentioned he will be gone mid-December for 2 months but will zoom meetings in December, January & February.

**Adjourn:** There being no further business to discuss, motion by Garrett/Seconded by Knight to adjourn. Motion stands with meeting adjourned at 7:00pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION SPECIAL MEETING  
November 12, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2021
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen, Jim Garrett, Teresa Severson

**Members Absent:** None

**Others Present:** Stephanie Runkle- Zoning Administrator, Dan Byrnes, Matt Moore

**Others Present Via Zoom Meetings:**

*\*All Board Members voting "AYE" unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 2:30 pm by Chair Jim Pladsen

**Public Comment:** None

**New Business:**

- (A) **Site Visit** – Site Visit at Parcel ID 1723300047, Falling Star Lane in Harper’s Ferry, Iowa. The request is to have a structure built 48’ into the Bluffland Protection District. Matt Moore was on site to answer questions. No decision was made at this visit. Matt will be on the November 15<sup>th</sup> agenda where further discussion will be had on the Construction in the Bluffland Application.

**Adjourn:** meeting was adjourned at 3:30 pm

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
November 15, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2026
	James Garrett	Present	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Teresa Severson	Absent	2025

**Members Present:** Duane Leppert, Jack Knight, James Pladsen, James Garrett

**Members Absent:** Teresa Severson

**Others Present:** Mandy O’Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator

**Others Present Via Zoom Meetings:** None

*\*All Board Members voting “AYE” unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 5:00 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Leppert. Seconded by Knight. All in favor. MCU

**Approval of October 18 Minutes:** Motion by Leppert. Seconded by Knight. All in favor.  
MCU

**Public Comment:** None

**New Business:**

**(A) Subdivision Plats**

- a. Mark J & Debra J Palmer- Parcel ID 14-10-100-004. After discussion of the subdivision plat, where 3.3 acres +/- is being sold, Knight made a motion for approval, Garrett seconded, MCU.
- b. Connie Snitker, Cindy Egan, Charles Wachter & Gary Wachter- Parcel ID 22-17-300-005. After discussion of the subdivision plat of separating 3 acres +/- off the farm to build a home, Leppert made a motion for approval, Garrett seconded, MCU.

**(B)** Application for construction in the Bluffland on Matt Moore’s property on Falling Star Lane, Harpers Ferry- Parcel ID 1723300047 was presented. Discussion took place on page 48 in the County Zoning Ordinance about construction in the bluffland and having non reflective windows. A site visit took place by the commission on 11-12-21. Moore is requesting to build his home with attached garage 48’ into the 50’ bluffland protection district. Garrett made a motion for approval, Leppert seconded, MCU.

**Old Business:** None

**Office Updates/General Discussion:** None

**Adjourn:** There being no further business to discuss, motion by Knight /Seconded by Leppert to adjourn. Motion stands with meeting adjourned at 6:00pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date



**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
December 3, 2021**

**Roll call of Commission Members:**

			Term Expires
Vice-Chair	Jack Knight	Absent	2026
	James Garrett	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025

**Members Present:** Duane Leppert, James Pladsen, Teresa Severson

**Members Absent:** Jack Knight, James Garrett

**Others Present:** Mandy O’Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator

*\*All Board Members voting “AYE” unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 3:00 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Leppert. Seconded by Severson. All in favor. MCU

**Public Comment:** None

**New Business:**

**(A) Subdivision Plats**

- a. John Marsden Revocable Trust- Parcel IDs 1027400004, 1026300003 & 1034200002. Discussion took place of the subdivision plat, where 4 new parcels were created. Phone call was placed to Mohn Surveying to gain knowledge on the fact of no shown easement on the plat to the 80 acres across Elon Rd. Roger stated that the road portion will be sold with the 80 acres, so no easement is needed. Severson made a motion for approval, Leppert seconded, MCU.
- b. Roger D & Toni M Bakewell, John F Troendle, Gerald F & Jeannie Bakewell, Joanne C Buxengard- Parcel ID 0323100009. Discussion of the subdivision plat of separating the 16 acres +/- on the eastern side of Hwy 26 took place involving access and it was stated that the northern acreage is also owned by Bakewells and will be sold to the same person purchasing this parcel, so access will be gained from the northern parcel. Severson made a motion for approval, Pladsen seconded, MCU.

**Old Business:** None

**Office Updates/General Discussion:** None

**Adjourn:** There being no further business to discuss, motion by Leppert /Seconded by Severson to adjourn. Motion stands with meeting adjourned at 3:52pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
December 20, 2021**

<b>Roll call of Commission Members:</b>			Term Expires
Vice-Chair	Jack Knight	Present	2026
	James Garrett	Absent	2022
Chairperson	James Pladsen	Present	2023
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025

**Members Present:** Jack Knight, Duane Leppert, James Pladsen, Teresa Severson

**Members Absent:** James Garrett

**Others Present:** Mandy O’Neill, Administrative Assistant and Stephanie Runkle- Zoning Administrator

*\*All Board Members voting “AYE” unless otherwise noted. MCU = Motion Carried Unanimously*

**Call to Order:** P & Z meeting was called to order at 5:00 pm by Chair Jim Pladsen

**Approval of Agenda:** Motion by Knight. Seconded by Leppert. All in favor. MCU

**Approval of November 12, 2021 Minutes:** Motion by Knight. Seconded by Leppert. All in favor. MCU

**Approval of November 15, 2021 Minutes:** Motion by Leppert. Seconded by Knight. All in favor. MCU

**Approval of December 3, 2021 Minutes:** Motion by Severson. Seconded by Leppert. All in favor. MCU

**Public Comment:** None

**New Business:**

**(M) Subdivision Plats**

- a. Lucille M. Brink- Parcel ID 14-33-100-004. Discussion took place of the subdivision plat where 11 acres and the homestead will be sold. Leppert made a motion for approval, seconded by Severson, MCU.
- b. Bradley N. & Judith K. Herman- Parcel ID 14-32-100-008. Discussion of the subdivision plat of separating the hog barn off the farm. Severson made a motion for approval, Knight seconded, MCU.
- c. Daniel Pape & Janice Anderson- Parcel ID 20-28-400-015. Discussion of the subdivision plat where two lots are being created for sale. The floodplain and bluff land on these lots were discussed. Leppert made a motion for approval, Severson seconded, MCU.
- d. Daniel Robert Reinke- Parcel ID 02-14-400-008. Discussion of the subdivision plat of creating a 4-acre parcel to sell with the home. Severson made a motion for approval, Leppert seconded, MCU.

**Old Business:** None

**Office Updates/General Discussion:**

1. Inquires regarding alerting possible landowners of easements, zones and bluffs- Discussion took place about how our office could be sure realtors are relaying property information properly when an offer is made. Attorneys place easement information in the title opinion, it is buyer responsibility to acknowledge and understand this information. Severson makes mention that realtors are held responsible and have insurance with their license for any lawsuits.
2. Fence law and how it applies when a property which neighbors farm turn into a major subdivision.- Discussion took place to Iowa Fence Law and how it is the responsibility of each neighbor to fix fences. If you face your neighbor's property, you are responsible for the right side of the fence. If there is a disagreement, each township in Allamakee County has a township trustee whom disputes are brought too. Where there is a subdivision, it would be best if this law was acknowledged as a covenant of the HOA.

**Adjourn:** There being no further business to discuss, motion by Knight/Seconded by Severson to adjourn. Motion stands with meeting adjourned at 6:58pm MCU

Please notify the undersigned for any errors, omissions, or corrections.

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Stephanie Runkle Zoning Administrator

Date