

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**January 11, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Present	2026
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025
	James Garrett	Present	2027

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

**Members Absent:** None

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

*\*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 Severson to approve agenda; Seconded by Leppert. All in favor. MCU

**Appoint Chair and Vice Chair:**

Severson makes a motion to appoint James Pladsen as chair; Leppert seconded. AIF. MCU.

Severson makes a motion to appoint Jack Knight as Vice Chair; Leppert seconded. AIF. MCU.

**Approval of 12/14/23 Minutes:** Motion by Knight to approve minutes. Seconded by Severson. AIF. MCU.

**1. Subdivision Plats-** None


**2. New Business**


- a. Jay Huberg Bluffland Construction at 640 Donahue Rd Harpers Ferry. Runkle reviewed bluffland zones and how Jay is looking to build 7' into the protection zone. She also stated that the County right of way was verified and that Laurie Moody gave him some options on septic installation and the well will be shared across the road with Schutttes. Mohn Surveying has staked out the bluffland and Jay has staked out the building pad. Consensus of the board is to plan a site visit when weather allows.

**Office Updates-** None

**Adjourn:** There being no further business to discuss, motion by Garrett to adjourn at 5:40PM; Seconded by Leppert. AIF. MCU.

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

  
Stephanie Runkle Zoning Administrator

  
Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**February 19, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Present	2026
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025
	James Garrett	Present	2027

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

**Members Absent:** None

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

*\*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 to approve agenda; Seconded by Severson. All in favor. MCU

**Approval of 1/11/23 Minutes:** Motion by Severson to approve minutes. Seconded by Knight. AIF. MCU.

**1. Public Hearing** Zoning Change for Ben Rustad at 1617 Lansing Harpers Rd, Lansing Iowa 52151. Discussion was had about how this parcel has always been used as a commercially zoned site. Ben Rustad speaks about his plan to build a rental storage building sized 123'x44' with 8-10 stalls for boat storage and the remainder of the building for himself. Septic plans will be discussed with Laurie Moody. Severson makes a motion to recommend the zoning change to the Board of Supervisors; Garrett seconded. All in favor. Motion carried.

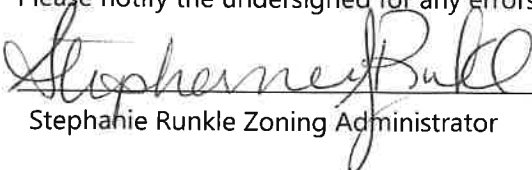
**2. Subdivision Plats**


- a. **Raymond J & Patricia Manning-** Discussion took place of the subdivision plat where approximately 5.46 acres will be subdivided. The future easement is discussed for access beyond the home. Severson made a motion to approve the subdivision plat; Leppert seconded. Knight Nay due to not in accordance with the County Comprehensive Plan. 4:1. Motion Carried.
- b. **Steven L & Patricia M Scholtes-** Discussion took place of the subdivision plat where approximately 3.22 acres will be subdivided. Easement is discussed as it is 66' wide from the county road to the newly created parcel but then only travelable width of 30' through the parcel. Leppert made a motion to approve the subdivision plat; Garrett seconded. AIF. Motion Carried.
- c. **Brian M & Suzette Mahoney-** Discussion took place of the subdivision plat where approximately 27 acres will be subdivided. Severson made a motion to approve the subdivision plat; Leppert seconded. AIF. Motion Carried.

**Office Updates-** Runkle mentions she is working on the ordinance updates, as well as the battery storage amendment in the ordinance. She is also meeting with Assistant County Attorney, Jill Kistler, for the homestead split language.

**Adjourn:** There being no further business to discuss, motion by Garrett to adjourn at 5:58PM; Seconded by Knight. AIF. MCU.

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

  
Stephanie Runkle Zoning Administrator

  
Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING  
SPECIAL MEETING  
February 29, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Present	2026
	Duane Leppert	Present	2024
	Teresa Severson	Absent	2025
	James Garrett	Absent	2027

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

**Members Absent:** James Garrett and Teresa Severson

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

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

**Call to Order:** P & Z meeting was called to order at 2:00 PM by Chair Jim Pladsen

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

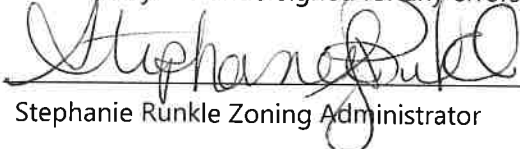
**Approval of 2/19/24 Minutes:** Motion by Knight to approve minutes. Seconded by Leppert. AIF. MCU.


**1. Subdivision Plats**

- a. **Keith B. & Carol Bakkum** Discussion took place on the subdivision plat where approximately 11.31 acres are being subdivided. Access is explained by Runkle, as well as the potential of building which isn't a concern now, as no permits have been applied for. Knight made a motion to approve the subdivision plat; Leppert seconded. AIF. MCU.
- b. **Jason D. & Katelynn M. Bakkum** Discussion took place on the subdivision plat where approximately 62.26 acres are being subdivided. Access is explained by Runkle, as well as the potential of building which isn't a concern now, as no permits have been applied for. Knight made a motion to approve the subdivision plat; Leppert seconded. AIF. MCU.

**Adjourn:** There being no further business to discuss, motion by Knight to adjourn at 2:40PM; Seconded by Leppert. AIF. MCU.

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

  
Stephanie Runkle Zoning Administrator

  
Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**March 18, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Absent	2026
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025
	James Garrett	Present	2027

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

**Members Absent:** Jack Knight

**Others Present:** Stephanie Runkle- Zoning Administrator and Pete and Jackie McKee and Tary Draper

*\*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

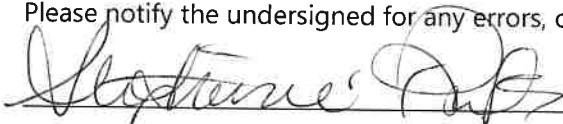
**Approval of Agenda:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU

**Approval of 2/29/24 Minutes:** Motion by Leppert to approve minutes. Seconded by Pladsen. AIF. MCU.

- 1. Construction in the Bluffland-** Discussion was had regarding an ATV trail which was illegally excavated in the Bluffland at 531 Bench St. in Lansing, Iowa. It was mentioned that the ordinance does not specify how to handle when violations to the Bluffland are made. Review of the previous infractions and how the county has handled them was had with all the members to brainstorm how they feel this situation should be approached. A Site Visit to the McKee's residence was scheduled for March 20<sup>th</sup> at 10:00 am, leaving the courthouse at 9:30 a.m.
- 2. Subdivision Plats**
  - a. **Regan LLC and Regan Sweeney** - Discussion took place of the subdivision plat where approximately 3 acres and 4.7 acres will be respectively. Severson makes a motion to accept the plat as presented, Garret seconds. Leppert nays, subdivision passes 3:1, motion carried.
  - b. **Ziegler Postville LLC-** Discussion took place of the subdivision plat where approximately 4.08 acres will be subdivided. Leppert made a motion to approve the subdivision plat; Garret seconded. AIF. Motion Carried.

**Adjourn:** There being no further business to discuss, motion by Severson to adjourn at 6:25 PM; Seconded by Leppert. AIF. MCU.

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



Stephanie Runkle Zoning Administrator

4/15/24

Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**April 15, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Present	2026
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025
	James Garrett	Absent	2027

**Members Present:** James Pladsen arrived at 6:05pm, Duane Leppert, Jack Knight and Teresa Severson

**Members Absent:** James Garrett

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

*\*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 Vice Chair Jack Knight

**Approval of Agenda:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU

**Approval of 3/18/24 Minutes:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU.

**Approval of 3/20/24 Minutes:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU.

**McKee Construction in Bluffland-** Stephanie is completing the recorded document on this.

**Subdivision Plats**

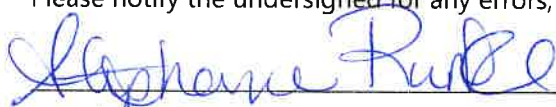
- a. **Robert & Karen Fossum** - Discussion took place of the subdivision plat where approximately 5 acres are being split from their property at 1262 Maud Rd. Severson makes a motion to accept the plat as presented, Leppert seconds. AIF. Motion Carried.
- b. **William M & Patricia M Moody Family Trust** - Discussion took place of the subdivision plat where the tillable ground is being split from wooded area. Severson makes a motion to accept the plat as presented, Pladsen seconds. AIF. Motion Carried.
- c. **Rush Family Revocable Trust** - Discussion took place of the subdivision plat where 5.77 acres will be split off. Pladsen makes a motion to accept the plat as presented, Severson seconds. AIF. Motion Carried.

**Jim Downing- presenting on mini wind turbines-** Jim didn't present, but Stephanie stated what she knew about it and that they are 15' long blades, but does not know the quantity or location.

**Updates/Discussion-** Mandy O'Neill has submitted her resignation as Administrative Assistant and her last day will be May 2<sup>nd</sup>.

**Adjourn:** There being no further business to discuss, motion by Severson to adjourn at 6:25 PM; Seconded by Pladsen. AIF. MCU.

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



Stephanie Runkle Zoning Administrator



Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**May 16, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Absent	2026
	Duane Leppert	Present	2024
	Teresa Severson	Present	2025
	James Garrett	Present	2027

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

**Members Absent:** Jack Knight

**Others Present:** Stephanie Runkle- Zoning Administrator and Jim Downing

*\*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 Leppert to approve agenda; Seconded by Severson. All in favor. MCU

**Approval of 3/18/24 Minutes:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU.

**Approval of 3/20/24 Minutes:** Motion by Severson to approve agenda; Seconded by Leppert. All in favor. MCU.

**New Business:**

**Jim Downing**

Jim presented information to the commission about mini wind turbines and the grants associated with them. Jim left his information with the Commission if they have further questions.


**Subdivision Plats**


- a. **Robert O Grangaard** - Discussion took place of the subdivision plat where approximately 51 acres are being split from the property south of his home at 1061 Chestnut Rd. Waterville, IA 52170. Severson makes a motion to accept the plat as presented, Leppert seconds. AIF. Motion Carried.
- b. **Brian and Suzette Mahoney** - Discussion took place of the subdivision plat where the tillable ground is being split from wooded area. Severson makes a motion to accept the plat as presented, Garrett seconds. Leppert nays. Motion Carries 3-1.
- c. **Jerry Wiley and David E and Denny and Eva Wiley** - Due to conflict interest Garrett recuses himself from the plat discussion and vote. He leaves prior to presenting the plat. Discussion took place of the subdivision plat where 600 acres will be divided by family and for sale. Leppert makes a motion to accept the plat as presented, Severson seconds. AIF. Motion Carried.

**Updates/Discussion-** Stephanie let the Commission know they had a candidate for the position of Administrative Assistant and that would be on the following Monday's Board of Supervisors agenda for approval.

**Adjourn:** There being no further business to discuss, motion by Severson to adjourn at 7:28 PM; Seconded by Leppert. AIF. MCU.

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

  
Stephanie Runkle Zoning Administrator

  
Date

**ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING**  
**June 17, 2024**

**Roll call of Commission Members:**

			Term Expires
Chairperson	James Pladsen	Present	2028
Vice-Chair	Jack Knight	Present	2026
	Duane Leppert	Absent	2024
	Teresa Severson	Present	2025
	James Garrett	Present	2027

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

**Members Absent:** Duane Leppert

**Others Present:** Stephanie Runkle- Zoning Administrator, Claire Opperman- Administrative Assistant, Ann Klees

*\*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 Severson to approve agenda; Seconded by Knight. All in favor. MCU

**Approval of 5/16/24 Minutes:** Motion by Severson to approve agenda; Seconded by Garrett. All in favor. MCU.

**New Business:**

**Subdivision Plats**

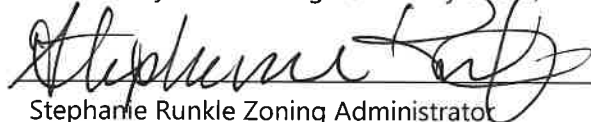
- a. **Fred Iseli** - Discussion took place of the subdivision plat for approximately 5.9 acres. The location of the subdivision is 1248 Parsley Dr Waukon, IA 52172. Garrett makes a motion to accept the plat as presented, Severson seconds. AIF. Motion Carried.

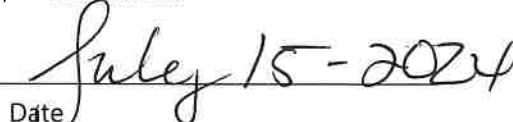
**Upcoming amendment for zoning ordinance-** Discussion took place about the zoning ordinance for utility solar, utility wind, and battery storage. In the discussion, they came up with the idea of going and looking at a solar farm to get more information about it. They also discussed having a work session to talk more about it and come up with more answers. The work session will take place between July 7<sup>th</sup> and July 14<sup>th</sup>.

**Updates/Discussion-** Stephanie introduced the new administrative assistant. The commission members received the final draft of Mckee recording.

**Adjourn:** There being no further business to discuss, motion by Garrett to adjourn at 7:01 PM; Seconded by Severson. AIF. MCU.

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

  
Stephanie Runkle Zoning Administrator

  
Date