

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING

January 19, 2015

Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members: Term Expires

| | | | |
|------------|---------------|---------|------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Cahoon made a motion to retain Everman as Chair and Leppert as Vice-Chair. Gragg seconded. MCU.

Cahoon made a motion to approve agenda. Leppert seconded. MCU.

Gragg made a motion to approve the December 15, 2014 minutes. Leppert seconded. MCU.

Public Comment: Dustin Byrnes was present and commented regarding cluster housing. He asked the commission to consider protections to farmers from nuisance complaints from housing subdivisions. He suggested the members consider requiring a 500 foot setback from nearby farms and that subdivisions be required to establish buffers between themselves and farms. He also asked that the Commission consider ways to preserve ag land in the regulations.

Public Hearings: None.

Old Business: Cluster Housing Developments: A draft ordinance was presented to the Commission for review and discussion. The Commission discussed low income sections that had been removed from previous draft, where multi-unit housing and condo's would be allowed, etc. Commission members to review draft and prepare comments for next meeting.

New Business:

- a) Pladsen made a motion to approve the subdivision plat from Lutichens, LLC. Leppert seconded. MCU
- b) Pladsen made a motion to approve the O'Neill, John, etal subdivision plat. Cahoon seconded. MCU
- c) Discussion was held regarding simple plats of survey being recorded and properties being transferred that resulted in lots less than three acres that are now agricultural, but did not include agricultural use restrictions.

Blake presented his activities regarding a permitting software being considered by the Supervisors and gave a report of recent activity to the Commission members.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
February 17, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Absent | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

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

Cahoon made a motion to approve the January 19, 2015 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Cluster Housing Developments: A second draft ordinance was presented to the Commission for review and discussion. The Commission member decided to review draft and contact Administrator regarding proposed modifications to the draft. The revised draft will be reviewed at the next Commission meeting.

New Business:

- a) Gragg made a motion to approve the resolution approving the Lanny Johnson subdivision plat. Cahoon seconded. MCU
- b) Pladsen made a motion to approve the resolution approving the Lee and Deborah Kerndt subdivision plat. Gragg seconded. MCU
- c) Gragg made a motion to approve the resolution approving the Judy Hanson subdivision plat upon the condition that combined lots into single parcels totaling three acres or more of contiguous property per parcel (Lot 7, Lot 5 and Lot 13 would equal one parcel and Lot 11, and lot 2 would equal one parcel.) Pladsen seconded. MCU.

Blake advised the Commission regarding recent office activities, plats of survey and the Thorson enforcement action.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
March 16, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

Meeting was called to order at 6:00 P. M. by Vice-Chairperson Duane Leppert.

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| Chair | Nancy Everman | Absent | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Pladsen made a motion to approve the agenda. Cahoon seconded. MCU.

Pladsen made a motion to approve the February 16, 2015 minutes. Gragg seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Cluster Housing Developments: A third draft ordinance was reviewed and discussed. The Commission members discussed the changes from the last version, density, minimum acreages for entire subdivision, minimum lot sizes and a policy document, adopted by the Commission, to define process and elements to consider when reviewing and application. No action taken.

New Business:

- a) A Flood Plain training video was viewed. Blake advised the members of the series of training/educational videos that were available online for viewing.
- b) The Ag-Exempt Legend was discussed and possible considerations of requiring it on Plats of Survey that did not meet the zoning ordinance requirements.

Blake advised the Commission regarding recent office activities and the Thorson enforcement action.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING

March 23, 2015

Board of Supervisors' Room, Courthouse, Waukon, Iowa

The members appointed James Pladsen as Meeting Chairperson. Meeting was called to order at 6:00 P. M. by Chairperson Pladsen.

Roll call of Commission Members:

Term Expires

| | | | |
|------------|---------------|---------|------|
| Chair | Nancy Everman | Absent | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Absent | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

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

New Business:

- a) Request to remove Ag Legend – A request to remove the Agricultural Use Legend Restriction from a subdivision plat, submitted by Patrick and Karran Ryan and Brian and Suzette Mahoney was presented to the Commission members (Lot 2, SE SE, 9-99N-R6W.) Concerns were expressed about lifting the Ag legend from only part of the parcels created in the subdivision plat and not all parcels created, how this would impact owners of the remaining parcels, what the planned use of the parcel that was subject of the request, the small buildable lot size when flood plain was taken into account, and whether the lot (by itself) would have been approved when initially formed. Consensus of members to table consideration of request until the next regular meeting when more members would be present.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
April 20, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

Meeting was called to order at 6:00 P. M. by Vice-Chairperson Duane Leppert.

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Pladsen made a motion to approve the agenda. Cahoon seconded. MCU.

Pladsen made a motion to approve the March 16, 2015 minutes. Cahoon seconded. MCU.

Gragg made a motion to approve the March 23, 2015 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: The Commission reviewed the request from Patrick and Karran Ryan and Brian and Suzette Mahoney to remove the Ag Legend restriction from the plat of Lot 2, SE ¼ SE 1/4, Section 9, T99N, R6W. Brian Mahoney was present and advised the Commission that the pending sale of the parcel was no longer pending as the buyer had withdrawn his offer. The owners have decided to keep the property for their personal use, but need the ag legend removed since the property is too small and in such poor condition that it is no longer valid for agricultural use. Gragg advised that she still holds the position that the property is not suitable for a development lot. Pladsen stated that this small parcel is the last parcel owned by the applicants and it is not of sufficient size to be an ag use parcel. After discussion regarding existing use of property, flood plains, proposed use of property and preservation of ag uses, Cahoon made a motion to approve the request. Pladsen seconded. Ayes-Cahoon, Pladsen, Everman. Nays-Leppert, Gragg. Motion carried.

Cluster Housing Ordinance (amendment to zoning ordinance) was discussed. Gragg made a motion to set the public hearing for the next regular meeting. Pladsen seconded. Nays – Leppert. Ayes – Gragg, Pladsen, Everman, Cahoon. Motion Carried.

New Business:

- a) Land division request and land use designation request filed by Jeremia and Jessica Brainard, 979 Goat Hollow Drive, Luana. The Brainards had filed to allow creation of a lot less than three acres for a sale to another for personal storage use. The Commission reviewed the request and determined that the Brainards have a very small amount of buildable/usable area for their

own residential use. Gragg made a motion to deny the request for land division and property use designation. Pladsen seconded. Nays-Leppert. Ayes-Gragg, Pladsen, Everman, Cahoon.

- b) Dave and Pamela Kruger presented a request that the Commission establish a winery expansion as a use allowed in the A1 district. Blake gave a report to the Commission regarding the proposed use and recommended the Commission approve the use as a Home Industry use, allowed as a conditional use in the A-1 District. Pladsen made a motion to establish the Kruger's use request as a conditional use in the A1 district as a Home Industry use and referred the matter to the Board of Adjustment for consideration, with a recommendation that it be approved as a Home Industry with a minimum of a one year permit time frame.

Blake advised the Commission regarding recent office activities and the Thorson enforcement action.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
May 18, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

Meeting was called to order at 6:00 P. M. by Vice-Chairperson Duane Leppert.

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Absent | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Absent | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

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

Gragg made a motion to approve the April 20, 2015 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) The Plat and access for Leo and Joan Folsom were reviewed and discussed. Leppert made a motion to approve the Folsom plat and to recommend that the Folsoms grant a written easement to the new owners. Gragg seconded. MCU.
- b) The Walter and Marianne Mahr subdivision plat was reviewed. Gragg made a motion to approve the subdivision plat. Leppert seconded. MCU.
- c) The David E Fish subdivision plat was reviewed. Gragg made a motion to approve the subdivision plat. Leppert seconded. MCU.

Blake advised the Commission regarding recent office activities and the Thorson enforcement action.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
June 15, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

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

Gragg made a motion to approve the May 18, 2015 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings: Cluster Housing Subdivision Ordinance—Hearing was opened. Representatives (Dustin Byrnes/Mark Stock) from Farm Bureau were present. The commission discussed the process for submittal of a Cluster Housing Development proposal. The responsibility for fences was discussed. Gragg felt that fence regulations must be set prior to cluster development occurring. Commission agreed that the Homeowners Association should take on the responsibility that would normally fall to the individual landowners so farmers would not have to deal with multiple owners individually. Discussed flexibility built into ordinance and process, buffers, and that storm water issues will/should be resolved during the site plan process. Cahoon made a motion to close the public hearing. Pladsen seconded. MCU.

Gragg made a motion to move the ordinance amendment to the Supervisors and to recommend approval of the amendment. Pladsen seconded. Ayes: Gragg, Pladsen, Everman, Cahoon. Nayes: Leppert.

Old Business: None.

New Business:

- a) Chris and Scott Schoh and Ted Peck were present to give the Commission input regarding the Thorson, Gary residence and the rental use of the dwelling. The use has created a nuisance and is using the well and road disproportionately. During one 3 day period there were 108 cars entering and exiting the shared road/drive. The neighbors did not agree with the Zoning Administrators definition of roomer since it was not the same as roomer under Iowa Landlord/Tenant law. They alleged negligence on the part of the County Attorney for accepting a plea deal, reducing 11 counts down to 1 count and they were dissatisfied with the outcome. They advised that Thorson still rents this facility out and that the interior layout of the house

was that of a multi-family dwelling, not single family. The advised that they want this use shut down and that it was having a negative effect on their property values.

- b) The Plat and access for Richard Saddler was reviewed and discussed. The flood plain and other issues were discussed. Pladsen made a motion to recommend denial of the Saddler plat due to most of one lot being in the flood plain. Cahoon seconded. MCU.
- c) The Herb Platten subdivision plat was reviewed. Cahoon made a motion to approve the subdivision plat. Pladsen seconded. MCU.
- d) The Thomas, Robert, Kristine Walleser and Carol and Gary Bottorf subdivision plat was reviewed. Pladsen made a motion to approve the subdivision plat. Leppert seconded. MCU.
- e) The Rebecca Hackett subdivision plat was reviewed. Pladsen made a motion to approve the subdivision plat. Gragg seconded. MCU.

Blake advised the Commission regarding recent cell tower siting legislation and that he was accepted for a County Zoning Officials of Iowa Board member position..

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
July 20, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members:

Term Expires

| | | | |
|------------|---------------|---------|------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Pladsen made a motion to strike "... to include responsibility for perimeter fencing being assigned to the homeowners association" from a motion regarding Cluster Housing Ordinance and to approve the agenda as amended. Gragg seconded. MCU.

Gragg made a motion to approve the June 15, 2015 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) Pladsen made a motion to approve the Millard Wild Estate Subdivision Plat. Gragg seconded. MCU.
- b) Leppert made a motion to approve the Ken-Dine Enterprises subdivision plat. Cahoon seconded. MCU.

Blake advised the Commission regarding recent sign legislation decision issued by the Supreme Court of Iowa and possible training in regards to sign regulations in ordinances. The pending notice to Gary Thorson was discussed Blake advised Commission that an appeal of one of his decisions was being appealed to the Board of Adjustment (regarding application of ordinance to Thorson case and related uses.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
August 17, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members: Term Expires

| | | | |
|------------|---------------|---------|------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Leppert made a motion to add an agenda item to set the next meeting date, strike Burlington Repair zoning district change and to approve the agenda as amended. Pladsen seconded. MCU.

Gragg made a motion to approve the July 20, 2015 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) Pladsen made a motion to approve the Christoffer Subdivision Plat. Cahoon seconded. MCU.
- b) Leppert made a motion to approve the Dorothy Landry subdivision plat. Cahoon seconded. MCU.
- c) Pladsen made a motion to set the next regular meeting of the Commission for September 28, 2015 @ 6:00 PM. Cahoon seconded. MCU.

Blake advised the Commission regarding the Thorson issue, a proposed winery and recent Quarry activity.

Cahoon made a motion to adjourn. Pladsen seconded. MCU.

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
September 28, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members: Term Expires

| | | | |
|------------|---------------|---------|------|
| Chair | Nancy Everman | Present | 2015 |
| | Kirby Cahoon | Absent | 2016 |
| | Colleen Gragg | Absent | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Pladsen made a motion to approve the agenda as presented. Leppert seconded. MCU.

Leppert made a motion to approve the August 17, 2015 minutes. Pladsen seconded. MCU.

Public Comment: Everman advised that she would not be accepting another term on the Commission and that she enjoyed the time that she spent working with the other members and the Administrator. The other members thanked Nancy for her efforts on behalf of the Commission.

Public Hearings: None.

Old Business: The Board inquired about the status of the Gary Thorson issue. Blake updated the Commission on the action by the Board of Adjustment regarding the appeal from the neighbors (regarding the Administrators interpretation of the ordinance regarding the definition of single family, roomers and uses allowed under 'single family residence'.

New Business:

- a) Allamakee County Jail project—Blake advised that the County had applied for a permit for a jail on the Makee Manor site. The use is not listed or defined in our ordinance (Public Building and Use or Jails/Correctional Facilities). Blake recommended that the Commission consider defining and listing a use "Public Use and Buildings" as a conditional use in the A1, C1, I1 and I2 zones. Pladsen made a motion to consider an amendment to the Ordinance as recommended and to set a public hearing regarding this amendment for the next regular meeting, October 19, 2015 at 6:00 PM. Leppert seconded. MCU.

- b) Leppert made a motion to approve the Techau Subdivision Plat. Pladsen seconded. MCU.

Blake updated the Commission regarding office activities and the Quarries activity.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
October 19, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Absent | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| Chair | Vacant | Vacant | 2020 |

Planning and Zoning 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 as presented. Cahoon seconded. MCU.

Leppert made a motion to approve the September 28, 2015 minutes. Gragg seconded. MCU.

Public Comment: None.

Public Hearings: Leppert opened the public hearing regarding an ordinance amendment to add Public Use Buildings and Facilities as a conditional use in the A1, C1, I1 and I2 zoning districts and defining Public Use Buildings and Facilities. There were no public attendees and Administrator Blake reported that he has received no comments regarding the proposal. The public hearing was closed.

Gragg made a motion to adopt the resolution, recommending an amendment to the zoning ordinance, adding and defining Public Use Buildings and Facilities as a conditional use in the A1, C1, I1 and I2 districts. Cahoon seconded. MCU.

Old Business: Blake updated the Commission regarding the Thorson, Gary alleged ordinance violation.

New Business:

- a) Election of Officers. Due to the absence of two members, the Commission consensus was to table this item until the next regular meeting.

The Commission discussed the Holden Farms truck was facility and the lack of review regarding potential impacts to neighboring properties and water supplies (odor and sinkholes, etc.).

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
November 16, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

Meeting was called to order at 6:00 P. M. by Vice Chairperson Duane Leppert.

| Roll call of Commission Members: | | Term Expires |
|----------------------------------|---------------|--------------|
| | Kirby Cahoon | Present 2016 |
| | Colleen Gragg | Absent 2017 |
| | James Pladsen | Present 2018 |
| Vice-Chair | Duane Leppert | Present 2019 |
| | Marlene Duffy | Present 2020 |

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

Cahoon made a motion to approve the agenda as presented. Pladsen seconded. MCU.

Cahoon made a motion to appoint Jim Pladsen as Chairperson. Leppert seconded. MCU

Cahoon made a motion to appoint Duane Leppert as Vice Chairperson. Duffy seconded. MCU.

Ms. Duffy introduced herself to the existing Commission members. The existing members expressed their welcome and thanked Ms. Duffy for volunteering to join them.

Cahoon made a motion to approve the October 19, 2015 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) Larry Jatho presented a site plan prepared by Roger Mohn, an Iowa licensed surveyor and engineer, for proposed work within the Bluffland Protection Zone. Blake presented his staff report regarding the request, recommending approval, but also recommending the building be moved 2 feet away from the 10 foot deep Impact Area. Discussion was held regarding the proximity to the steep road embankment and whether the building could be downsized so that it was not so close to the impact area. Jatho presented his reasons they asked that they be able to build to the size requested and his desire to keep it as far away from the top of the road embankment. Blake advised that the existing Impact Area is level and had been previously disturbed (before adoption of Bluffland Protection.) Jatho was advised to not disturb the area included in the Impact Area. Leppert made a motion to approve the site plan as submitted. Cahoon seconded. MCU.
- b) Lyle and Gilbert Kurth subdivision plat was reviewed. Cahoon made a motion to recommend approval of the subdivision plat. Duffy seconded. MCU.

- c) Larry and Sharon Snitker subdivision plat was reviewed. Leppert made a motion to recommend approval of the subdivision plat. Cahoon seconded. MCU.
- d) The possibility of joining in with the County Christmas gathering, or holding a gathering with the Commission and Zoning Board of Adjustment members was discussed. Blake advised he would communicate with the Adjustment Board members to gauge level of interest.

Blake presented the updated ordinance copy to members (to replace the existing ordinance copy in their binders. Blake also advised the Board regarding an inquiry about establishing a private burial site on a residents property and the possible future County liability if the site is not maintained and there is no agreement to provide the maintenance by the owners in the future. Commission took no action.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
December 22, 2015
Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

| Roll call of Commission Members: | | | Term Expires |
|----------------------------------|---------------|---------|--------------|
| | Kirby Cahoon | Present | 2016 |
| | Colleen Gragg | Present | 2017 |
| | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Present | 2020 |

Planning and Zoning 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 as presented. Cahoon seconded. MCU.

Cahoon made a motion to approve the November 16, 2015 minutes. Leppert seconded. Gragg Abstained. Ayes-Pladsen, Cahoon, Leppert, Duffy. Nays-None. Motion Carried.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) Richard Bennett Trust subdivision plat was reviewed. Discussion held regarding the plans for the property. Leppert was concerned that the owners of the adjoining parcel may want to divide new parcel for second building lot. Gragg made a motion to recommend approval of the subdivision plat upon a condition that it be held in common ownership with an adjoining parcel, in compliance with the zoning ordinance. Cahoon seconded. Ayes-Gragg, Cahoon, Pladsen, Duffy. Nays-Leppert. Motion Carried.
- b) Steven and Sarah Holler subdivision plat was reviewed. Blake advised that a part of the parcel subject of this plat has an agricultural legend on it, from a previous plat. Gragg made a motion to recommend approval of the subdivision plat upon the condition that the agricultural legend be noted on the plat approval. Cahoon seconded. MCU.

Blake updated the members regarding the Spring Planning and Zoning Training to be held in Decorah. Commission members discussed different agricultural property preservation methods.

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

Thomas Blake, Zoning Administrator