

**MINUTES OF THE MEETING
OF THE ALLAMAKEE COUNTY
PLANNING AND ZONING COMMISSION**

January 13, 2014

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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Consensus of members to approve agenda.

Old Business:

- a) Mining/Extraction Pits ordinance review – The ordinance presented to Winneshiek County was reviewed in detail. Individual sections were selected to be incorporated into the draft Allamakee Ordinance. Discussed Large Extraction Pits versus those less than 20 acres in size and volume of material limits. Setbacks from streams and other sensitive features were discussed. Blake shall incorporate discussion items into next draft.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

January 27, 2014

Board of Supervisors' Room, Courthouse, Waukon, Iowa

Meeting was called to order at 5:00 P. M. by Vice-Chairperson Duane Leppert.

Roll call of Commission Members:			Term Expires
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Absent	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Gragg seconded. MCU.

Approval of Minutes: The approval of the minutes for January 13, 2014 and December 6, 2013 were tabled until the next regular meeting.

Public Comment: None.

Public Hearings: None.

Old Business: Silica Sand Mining—Ordinance drafts review—The members reviewed the updated draft ordinance that incorporated parts of the Winneshiek County draft ordinance and sections incorporating input from the public forum's held by the Commission. Commission consensus to add the time frame for action on an application for a permit, incorporating in the 90 day period. Also, Board consensus to add clause that revokes permit if no activity for one year.

New Business:

- a) Consensus of members to set the next meeting for February 18th at 5:00 PM and to keep the 5:00 PM meeting time through March, 2014.
- b) Pladsen made a motion to conditionally approve the Gerald Bechtel Subdivision Plat. Cahoon seconded. MCU.
- c) Gragg made a motion to recommend denial of the George and Belva Ashbacher Subdivision Plat until subdividers intent is determined (due to plat creating several substandard lots.) Pladsen seconded. MCU.
- d) Pladsen made a motion to recommend removing the Ag Legend from the Wes and Brenda Lawson subdivision Plat. Gragg seconded. MCU.

- e) Gragg made a motion to recommend approval of the Roger and Sandra Pladsen subdivision Plat. Cahoon seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

February 18, 2014

Board of Supervisors’ Room, Courthouse, Waukon, Iowa

Meeting was called to order at 5:00 P. M. by Vice-Chairperson Duane Leppert.

Roll call of Commission Members:			Term Expires
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Absent	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Gragg seconded. MCU.

Approval of Minutes: The minutes were read and discussed. Three corrections regarding those in attendance and time of meetings were corrected. Pladsen made a motion to approve the December 16, 2013, January 13, 2014 and January 27, 2014 minutes as corrected. Gragg Seconded. MCU.

Public Comment: Jack Knight was present and commented that Winneshiek County was doing substantial research into the defensibility of the regulations that they are considering on imposing on sand mining. Also, a Community Bill of Rights has been presented to the Winneshiek county Board of Supervisors for consideration.

Public Hearings: None.

Old Business: Ordinance amendment regarding Extraction Pits was reviewed—

- The members reviewed and discussed the ‘findings’, and definitions. “Viewshed” was discussed. Jack Knight would send Blake a technical definition of the term from the RC&D.
- The changes in a Pit that would necessitate a new Conditional Use Permit were discussed.
- “5. The use or application of water to wash or process excavated or mined minerals or other material.” was removed from 305.4-Prohibited Activities.
- Water quality and quantity was discussed. Since the county does not regulate the permitting of ‘high capacity wells’, alternatives were considered regarding efficient use of water by the operator. A possibility of using LEED ‘green’ certifications was discussed. Blake is to research and bring a recommendation to the Commission at the next meeting.
- Stream setbacks were discussed. Definition of ‘stream’ may be needed. Blake will research. The one-mile setback, recommended by the Iowa Policy Project study, is also the distance recommended by the Minnesota Environmental Quality Board. Consensus to incorporate the one mile setback.
- Members felt it would be beneficial to have a map incorporating all of the relevant setbacks or prohibited areas.

- The setback from residences and residential subdivisions was discussed. What was meant by residential subdivision was discussed and Commission felt a definition may be needed.
- Hours of operation were discussed.
- Discussion about what would trigger air quality monitoring was held. Blake felt that it should be left to the Board of Adjustment, but felt that their decision would be based on public input, Environmental Assessment Worksheet, staff recommendations and other factors such as material mined, distance to residences or other uses, etc.. Consensus to leave to the BOA for final decision regarding whether or not to require study.

New Business:

- a) Cahoon made a motion to set a worksession for March 3rd at 5:00 PM. Pladsen seconded. MCU. It was decided that the Supervisors should be invited to the worksession. It was consensus to possibly hold the public hearing at the next regular meeting.

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

Thomas Blake, Zoning Administrator

**MINUTES OF THE MEETING
OF THE ALLAMAKEE COUNTY
PLANNING AND ZONING COMMISSION
Join Meeting with Board of Supervisors**

March 4, 2014

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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. Supervisors Schellhammer, Koenig, and Strub present. Engineer Brian Ridenour and Attorney Jill Kistler present. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Approval of Agenda: Gragg made a motion to approve the agenda. Cahoon seconded. MCU.

Old Business:

- a) Mining/Extraction Pits ordinance draft review – The Commission reviewed the draft ordinance as presented. Questions and discussion was held with Board of Supervisors. Changes to note: Need definition of Karst and Karst Features. Inspections should state Zoning Administrator or designated representative. Language clarification regarding what constitutes expansion of existing operation and when chemicals can be used (regarding blasting chemicals). Discussion held regarding how different sections will apply to current operations.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

March 17, 2014

Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members:			Term Expires
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Gragg made a motion to approve agenda. Leppert seconded. MCU.

Approval of Minutes: Pladsen made a motion to approve the February 18, 2014 minutes. Cahoon seconded. MCU. Pladsen made a motion to approve the March 4, 2014 minutes. Gragg seconded. MCU.

Public Comment: Ric Zarwell advised that Winneshiek County has hired Yaggy Colby to work on their Comprehensive Plan/Planning Documents. Yaggy Colby has merged with SEH and has ties to the Frac Sand industry. Robert Niemann advised that insurance companies were sending notices that oil and gas exploration was not being covered under insurance plans.

Public Hearings: None.

Old Business: Ordinance amendment regarding Extraction Pits was reviewed—

- The latest ordinance draft was reviewed. Leppert made a motion to increase (processing) setback from residential structures to 400 feet.
- Gragg made a motion to set the public hearing for 6:31 PM on April 21, 2014 for the ordinance amendment regarding Extraction Pits. MCU.

New Business:

- a) Gragg made a motion to appoint Nancy Everman as Board Chairperson. Pladsen seconded. Ayes, Cahoon, Pladsen, Gragg, Leppert. Nays, None. Everman abstained. Motion Carried.
- b) Cahoon made a motion to appoint Duane Leppert as Board Vice Chairperson. Gragg seconded. Ayes, Everman, Cahoon, Pladsen, Gragg. Nays, Leppert. Motion Carried.

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

Thomas Blake, Zoning Administrator

**MINUTES OF THE MEETING OF THE ALLAMAKEE COUNTY
PLANNING AND ZONING COMMISSION**

April 15, 2014

Board of Supervisors' Room, Courthouse, Waukon, Iowa

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

Roll call of Commission Members:			Term Expires
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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

Approval of Agenda: Pladsen made a motion to approve the agenda. Cahoon seconded. MCU.

New Business:

- a) Larick and Downing Plat review—request to remove Ag Exempt Legend restriction from subdivision plat. After review of the plat, access to right of way, land division history and adjoining land, Gragg made a motion to approve the request upon the condition that Lot 3 in 1 and 1 in 1 be held in common ownership due to narrow layout of lot and improved access/frontage to Grant Road (public right of way.) Pladsen seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

April 21, 2014

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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

Planning and Zoning Staff present: Tom Blake, Zoning Administrator. Supervisors Schellhammer, Hartong, Koenig present along with County Attorney Kistler and County Engineer Ridenour. See attendance sheet for public and others in attendance. All Board members voting "AYE" unless noted. MCU means Motion Carried Unanimously.

Approval of Agenda: Everman added 'Discussion of Ordinance Changes' under New Business. Leppert made a motion to approve agenda as amended. Pladsen seconded. MCU.

Approval of Minutes: Gragg made a motion to approve the March 17, 2014 minutes. Cahoon seconded. MCU. Gragg advised that the April 15, 2014 minutes be amended to show that the Supervisors, Engineer and Attorney were not in attendance and that there was no attendance sheet. Pladsen made a motion to approve the April 15, 2014 minutes as amended. Cahoon seconded. MCU.

Public Comment: None.

Old Business: Blake presented correspondence from Karla Organist, Upper Explorerland Regional Planning Commission regarding the process and costs for updating the Allamakee County Comprehensive Plan. Consensus of the Planning Commission is to move ahead with the project.

New Business:

- a) Discussion of Extraction Pit Ordinance changes: Blake presented correspondence from Attorney Karl Knudson and County Engineer Brian Ridenour addressing typographical corrections and minor changes in the text of the ordinance. The changes recommended clarified the intent of the ordinance and did not substantially change any section of the ordinance.
 - a. Preamble changes to reflect that the Commission and Supervisors have determined that industrial sand mining creates special concerns and that it shall be subject to the new Section 305-Extraction Pits ordinance to ensure compliance with the Comprehensive Plan.
 - b. Section 305.7 addition to clarify that the site shall be closed and reclaimed prior to release of the insurance bond.

- b) Pladsen made a motion to approve a resolution removing the agricultural exempt legend restriction from a subdivision plat submitted by Merlin and Rebecca Gesing and recorded on February 6, 2014 as Book A-4, Page 49-56. Cahoon seconded. Ayes, Cahoon, Pladsen, Gragg, Leppert, Everman. Nays, None. Motion Carried.
- c) Leppert made a motion to approve Shawn Meyer request for a 1.75 acre lot located in the NW NE, Section 11, T100N, R5W for a non-farm commercial use that is permitted in the A-1 zone (implement repair) Cahoon seconded. MCU.

Public Hearings: It being the time and place as published, Gragg made a motion to open the public hearing to hear comment on a proposed amendment to Section 305 – Extraction Pits of the Allamakee County Zoning Ordinance. Pladsen seconded. MCU.

Preamble language was reviewed and discussed. Typo errors and verbage changes were reviewed. Robert Niemann addressed the Commission regarding changing the ordinance language to add the Wonewoc formation to the already mentioned St. Peter and Jordan formations. It was the consensus of the Commission, after discussing with the Attorney Kistler and Karl Knudsen to add the Wonewoc formation to the Preamble section of the ordinance amendment proposed to the supervisors.

Ric Zarwell addressed the Commission, suggesting that returning processed sand that may be contaminated with flocculants to the site should be part of the prohibitions in section 305.4. Blake pointed out that the materials being brought to the site had to be disclosed as part of the reclamation plan. At that point, use of that material would be subject to review and approval. After discussion it was the consensus to add language prohibiting returning previously mined and processed sand to the site under Section 305.4.

John Smola addressed the Commission, advising that a step is left after this ordinance passes in Allamakee County.

David Anderson addressed the Commission, recommending that more specific regulations be incorporated to address air and water quality standards that would need to be met. Discussion was held on the requirements already in place in the proposed ordinance, that studies were ongoing and that there will be new standards and additional information regarding this that is not yet known. Knudsen commented, advising that the ordinance is adequately written in regards to this topic. Jack Knight advised that as more is learned from ongoing studies, the ordinance may be amended to reflect the new information. Consensus of Commission to not make any changes regarding air and water quality standards or monitoring.

Ann Klees asked the Commission who would hire the consultants mentioned in the ordinance. Commission advised that the intent was for the County to hire them and the costs were to be borne by the applicant.

Niemann advised that new dust control methods being proposed would treat sand being transported with proprietary or unknown chemicals and that the hazards of such were not known.

Doug Weymiller thanked the Commission for their work and commented that he was pleased with the ordinance. It was more restrictive than he expected it would be.

Niemann questioned the removal of a section dealing with dust and noise pollution. Commission advised that it had been moved to a more appropriate location in the ordinance, 305.5 and 305.11.

Zarwell commented that he would like to see more detail or standards for the reclamation of a site and a definition of what was meant by reclamation. He also wanted to see regulation language addressing 'boreholes' that are being used when exploring for this sand. Neverman advised that the Commission discussed this in great detail and felt that 'boreholes' were a public health issue and should be dealt with under the Board of Health. Blake advised that the Reclamation Plan needed to be submitted with the Application and would be reviewed by the Board of Adjustment and the public under the Conditional Use Permit process.

Mary Abbas commented that the major concern in all of this was the citizens right to clean air and water. While the Commission has worked hard to address this, the concern still remains.

Karl Knudsen commented that he strongly agrees with the Commission Chair and Mr. Blake, boreholes are not a zoning issue. However, he did feel that the ordinance would benefit from some additional standards addressing reclamation. Blake advised that Winona County has adopted a "Policy" addressing best practices

concerning reclamation of sites. Blake felt that this would provide a more flexible approach to reviewing reclamation plans but would still encourage meeting standards recommended in the policy document.

Zarwell commented that there has not been any 'good' reclamation sites. The issue and the existing mines are too new. Gragg questioned, "Do we need to add a definition of 'reclamation' in the ordinance definitions, or is it a 'common term'?" Commission consensus that a definition of 'reclamation', in addition to what was already in the ordinance, was not necessary.

There being no further comment, Everman made a motion to close the public hearing. Cahoon seconded. MCU

Gragg made a motion to recommend the Board of Supervisors adopt the ordinance amendment, amending Section 305 of the Allamakee County Zoning Ordinance, as finalized. Pladsen seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

May 19, 2014

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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Gragg seconded. MCU.

Approval of Minutes: Cahoon made a motion to approve the April 21, 2014 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: Troendle, Randy and Patti—Change in Zoning District and Map from C1 to R1 for Lot 1 of the NE ¼ SW ¼ and Lot 1 of the NW ¼ SE ¼, all in Section 25, T99N, R4W. The application was reviewed. Blake presented a staff report detailing the property use, location and history. The zoning for the area was reviewed. Pladsen made a motion to approve the request and recommend the change to the Supervisors. Cahoon seconded. MCU.

Old Business: Blake advised the Commission that he was not placed on the agenda for the County Board of Health Agenda due to it being a lengthy agenda. Plans are to be on next quarterly meeting agenda. The Extraction Pit Zoning Ordinance Amendment has been in front of the Supervisors and no serious objections had been raised.

Blake advised of progress of draft policy regarding reclamation of mining sites.

New Business:

- a) Pladsen made a motion to approve the subdivision plat submitted by G&K Development. Gragg seconded. MCU.
- b) Consensus obtained to establish a public hearing for Launee Halvorsons application for a zoning district change for June 16th 2014 at 6:00 PM.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

June 16, 2014

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

Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Absent	2016
	Colleen Gragg	Absent	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Leppert seconded. MCU.

Approval of Minutes: Pladsen made a motion to approve the May 19, 2014 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings—Halvorson, Launee; Change in Zoning District and Map from A1 to C1 for Lot 1 of the NW ¼ NE ¼ in Section 21, T97N, R4W. The application was reviewed. Launee wants to build a rental storage building on her property on Waterville Road. Blake presented a staff report detailing the property use, location and history. The zoning for the area was reviewed. Pladsen made a motion to approve the request and recommend the change to the Supervisors, further recommending the a 3 to 5 acres of the parcel be rezoned and the use be restricted to Rental Storage Facility or Agriculture. Leppert seconded. MCU.

Old Business: None.

New Business:

- a) Pladsen made a motion to remove the ag legend from the subdivision plat for property owned by Randy and Patti Troendle, recorded at Book Z, Pages 324 – 332, Lot 1 of the NE SW and Lot 1 of the NW SE, Section 25, T99N, R4W. Leppert seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION

MEETING MINUTES

June 30, 2014

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

Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Absent	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Cahoon seconded. MCU.

New Business:

- a) Pladsen made a motion to approve the Alvina Sickels request to remove the ag legend from a subdivision plat recorded at Book A-2 Pages 450-455. Gragg seconded. MCU.
- b) Pladsen made a motion to approve the subdivision plat for David, Gary and Paul Amble, Michelle Bachman, George and Scott Sherwood. A plat of Lot 1, NW SW, Section 22, T99N, R6W. Gragg seconded. MCU.
- c) Gragg made a motion to approve the Kruse, Charles and Kevin Subdivision Plat of Lot 2, NW NE, Section 11, T100N, R5W. Pladsen seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION
MEETING MINUTES
July 21, 2014
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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Leppert seconded. MCU.

Approval of Minutes: Pladsen made a motion to approve the June 16, 2014 minutes. Leppert seconded. MCU. Pladsen made a motion to approve the June 30, 2014 minutes. Gragg seconded. MCU.

Public Comment: None.

New Business:

- a) Pladsen made a motion to approve the Site Plan presented by Tyler and Aja Sickles for work within the Bluffland Protection Zone upon the condition that 'slab on grade' type foundation be used to minimize disruption to the base of the hill. Cahoon seconded. MCU.
- b) Leppert made a motion to approve the subdivision plat for Mark Lomen. Pladsen seconded. MCU.
- c) Gragg made a motion to approve the Elmer and Mary Miller Subdivision Plat. Pladsen seconded. MCU.
- d) Pladsen made a motion to approve the Willis Johanningmeier and Sharon Bruening subdivision plat. Gragg seconded. MCU.
- e) Gragg made a motion to approve the Jeffrey Fern subdivision plat. Pladsen seconded. MCU.

Discussion was held regarding a violation of the bluffland ordinance and the appropriate measures to correct violation. Commission consensus to issue stop work order and require that an appropriate site plan be prepared in accordance with the Bluffland Protection criteria. Failure to comply would result in legal action by the County.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
August 19, 2014
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

Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Gragg made a motion to approve agenda. Leppert seconded. MCU.

Approval of Minutes: Cahoon made a motion to approve the July 21, 2014 minutes. Gragg seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: None.

New Business:

- a) Pladsen made a motion to approve the subdivision plat for Timothy Enyart. Cahoon seconded. MCU.

Blake presented a report of recent activity to the Commission members.

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

Thomas Blake, Zoning
Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
September 15, 2014
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

Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Gragg made a motion to approve agenda. Pladsen seconded. MCU.

Approval of Minutes: Cahoon made a motion to approve the August 19, 2014 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Cluster Development amendment to the ordinance was discussed. Leppert inquired into methods of farmland preservation. Further discussion held regarding lot sizes. Blake is to send out the Decorah Cluster Development section of ordinance.

New Business:

- a) Leppert made a motion to approve the subdivision plat for Julie Bohringer. Pladsen seconded. MCU.
- b) Pladsen made a motion to approve the subdivision plat for Alice M O'Neill Tayek. Gragg seconded. MCU

Blake presented a report of recent activity to the Commission members.

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

Thomas Blake, Zoning
Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
October 20, 2014
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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Absent	2018

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.

Approval of Agenda: Cahoon made a motion to approve agenda. Gragg seconded. MCU.

Approval of Minutes: Gragg made a motion to approve the September 15, 2014 minutes. Leppert seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Commission reviewed Winneshiek County's Cluster Development section of their zoning ordinance. Discussion was held regarding responsibilities of Homeowner Associations (HOA's). Also discussed different styles of developments and cluster use for those different types of developments and functions (ag preservations and/or open space preservation.)

The Commission briefly discussed updating the Comprehensive Plan. Directed Administrator to invite Upper Explorerland Regional Planning Commission to make a presentation to the Commission.

New Business:

- a) Gragg made a motion to approve the subdivision plat for Beulah Enyart Estate upon the condition that the access easement be extended to serve the most distant parcel to be under common ownership. Leppert seconded. MCU.
- b) Leppert made a motion to approve the subdivision plat from Ruth Feuerhelm. Cahoon seconded. MCU
- c) Kevin Sterk presented his plan for an expansion of his Mobile Home Park. Discussion was held regarding the requirements under the zoning ordinance. Gragg made a motion to approve the Mobile Home Park expansion plan subject to developer/owner improving the road with a dust free surfacing upon project completion. Cahoon seconded. MCU.

Blake presented a report of recent activity to the Commission members.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
November 17, 2014
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
Vice-Chair	Duane Leppert	Present	2014
Chair	Nancy Everman	Present	2015
	Kirby Cahoon	Present	2016
	Colleen Gragg	Present	2017
	James Pladsen	Present	2018

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.

Approval of Agenda: Pladsen made a motion to approve agenda. Cahoon seconded. MCU.

Approval of Minutes: Cahoon made a motion to approve the October 20, 2014 minutes. Gragg seconded. MCU.

Public Comment: Dustin Byrnes with the Farm Bureau was present. Dustin opposed the adoption of a cluster development ordinance, stating that rural subdivisions take ag land out of production. The new land owners don't take care of fences, etc.

Public Hearings: None.

Old Business: Cluster Housing Developments: The Commission discussed options and possible subdivision lot layouts under a Cluster scenario. A rural subdivision in Winneshiek Co. was presented as an example that had a pond and other area owned by association and had access for all lot owners. Everman asked Blake to have a rough draft of possible ordinance for Commission to review/discuss at next meeting.

Comprehensive Plan Update: Rachelle Howe with UERPC updated the Commission regarding status of Comp Plans for the County cities. She presented a cost proposal with different options and prices. Leppert made a motion to recommend the Supervisors undertake the joint County and 6 City plan. Pladsen seconded. MCU.

New Business:

- a) Leppert made a motion to approve the subdivision plat from Randy and Teri Kruger and Merlin and Lorna Hansmeier. Pladsen seconded. MCU
- b) Pladsen made a motion to approve the request to remove ag legend from Randy and Patti Troendle. Gragg seconded. MCU.
- c) Pladsen made a motion to approve the Thomas and Elizabeth McCormick subdivision plat. Cahoon seconded. MCU.

Blake presented a report of recent activity to the Commission members.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
December 15, 2014
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	Absent	2015
	Kirby Cahoon	Absent	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 agenda. Gragg seconded. MCU.

Gragg made a motion to approve the November 17, 2014 minutes. Pladsen seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Cluster Housing Developments: The Commission discussed the input from the Farm Bureau and the purpose behind Cluster Housing, such as Ag land preservation and protection of sensitive areas, developing marginal land with smaller lots and providing a common area. Discussion was held regarding Home Owners Associations (HOA's) and their responsibilities. The ordinance draft from Smola was presented and reviewed. Owners discussed sections that they felt should not be part of the final ordinance.

New Business:

- a) Pladsen made a motion to approve the subdivision plat from Kathleen Bartlein. Gragg seconded. MCU
- b) Gragg made a motion to approve the Beau and Rick Jr. Langland subdivision plat upon the condition that Lot 5 on said plat shall not be developable as an independent parcel. Pladsen seconded. MCU.

Blake presented a report of recent activity to the Commission members.

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

Thomas Blake, Zoning Administrator