

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING

December 19, 2016

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

| | | | |
|--------------|---------------|---------|------|
| | Colleen Gragg | Present | 2017 |
| Chair person | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Present | 2020 |
| | Jack Knight | Absent | 2021 |

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. Duffy seconded. MCU.

Gragg made a motion to approve the November 21, 2016 minutes. Knight seconded. MCU.

No public comments were received.

Public Hearings: None.

Discussion was held regarding the possibility of a different Cluster Housing design.

New Business

- a) Knight made a motion to approve the Steven Kolbach subdivision plat. Gragg seconded. MCU.
- b) Leppert made a motion to approve the James Schwartzhoff subdivision plat. Duffy seconded. MCU.
- c) Duffy made a motion to approve the Warren and June Barr subdivision plat. Knight seconded. MCU.
- d) Knight made a motion to approve the Scott, Karen, Sigurd and Barbara Ness subdivision plat upon the condition that the ag legend be placed on Lot 5. Leppert seconded. MCU.
- e) Ashbacher Major Subdivision Plat
 - a. After review, Gragg made a motion to conditionally approve the Scenic Ridge View VI preliminary plat upon the condition that hilltop lane be moved to not conflict with building location. Knight seconded. MCU.
 - b. After review, Knight made a motion to conditionally approve the Scenic Ridge View VII subdivision plat upon the condition that all streets end in cul-de-sacs. Gragg seconded. MCU.

Reports: None

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
November 21, 2016
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 |
|----------------------------------|---------------|---------|--------------|
| | Colleen Gragg | Present | 2017 |
| Chair person | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Present | 2020 |
| | Jack Knight | Absent | 2021 |

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 amend the agenda by adding the Bentien plat and approve the agenda as amended. Leppert seconded. MCU.

Leppert made a motion to approve the October 17, 2016 minutes. Gragg seconded. MCU.

No public comments were received.

Public Hearings: Ashbacher zoning change request hearing continued to this date—Request to change zoning district from A-1 to R-2 for Scenic Ridge View Subdivisions and Rendezvous Ridge Subdivision, all located in Sections 16, 17 and 21, T96N, R3W, Allamakee County, IA.

Discussion was held regarding the land division proposed in relation to the zoning issue. Due to the terrain of the site and the difficulty in developing the lots, Leppert made a motion to deny the plan of subdivision as submitted and to not recommend a zoning amendment to the Supervisors. Gragg seconded. MCU.

Discussion was held regarding the possibility of a different Cluster Housing design.

Old Business:

New Business

- a) Gragg made a motion to approve the Karen Lonning subdivision plat. Duffy seconded. MCU.
- b) Leppert made a motion to approve the Bentien Subdivision Plat. Gragg seconded. MCU.

Reports: None

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
October 17, 2016
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 |
|----------------------------------|---------------|---------|--------------|
| | Colleen Gragg | Present | 2017 |
| Chair person | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Present | 2020 |
| | Jack Knight | Present | 2021 |

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 amend the agenda by changing the order of the agenda as presented. Duffy seconded. MCU.

Gragg made a motion to approve the September 19, 2016 minutes. Leppert seconded. MCU.

No public comments were received.

Public Hearings: Ashbacher zoning change request—Request to change zoning district from A-1 to R-2 for Scenic Ridge View Subdivisions and Rendezvous Ridge Subdivision, all located in Sections 16, 17 and 21, T96N, R3W, Allamakee County, IA.

The hearing was opened. Members discussed traveling to the site to view the land under discussion. Gragg made a motion to adjourn to site for review. Duffy seconded. MCU. (6:20 PM)

Upon return. (7:20 PM) Knight made a motion to re-convene the hearing in progress. Gragg seconded. (Note, no other persons attended the site visit, other than board members and Administrator) Brief discussion was held regarding what was viewed, topography, access, lot sizes, etc. It was the general consensus to continue this at the next meeting. Gragg made a motion to adjourn the hearing until the next regular zoning commission meeting on November 21st, 2016 at 6:00 PM. Duffy seconded. MCU.

Old Business: None.

New Business

- a) Gragg made a motion to approve the Thomas Schabaker subdivision plat. Knight seconded. MCU.
- b) Gragg made a motion to approve the Randy, Richard, Reginald Burke and Cynthia Iverson Subdivision Plat. Knight seconded. MCU.
- c) Gragg made a motion to approve the Mark and Carla Stone Subdivision Plat. Leppert seconded. MCU.
- d) Leppert made a motion to approve removing the Ag Legend removal request from Lucas Guese for the Lyle Guese subdivision Plat. Gragg seconded. MCU.

- e) Leppert made a motion to approve the Tracy and Darcy Dibert Subdivision Plat. Gragg seconded. MCU.

Reports: None

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
September 19, 2016
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 | Present | 2017 |
| Chair person | James Pladsen | Absent | 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. Duffy seconded. MCU.

Gragg made a motion to approve the August 15, 2016 minutes. Cahoon seconded. MCU.

No public comments were received.

Public Hearings: Ashbacher zoning change request—Request to change zoning district from A-1 to R-2 for Scenic Ridge View Subdivisions and Rendezvous Ridge Subdivision, all located in Sections 16, 17 and 21, T96N, R3W, Allamakee County, IA. George Ashbacher and others were present to discuss the requested zoning change. Discussion was held regarding the request. Blake presented a staff report with concerns about areas for septic, topography of lots and access issues in a couple of areas. Ashbachers presented a slightly modified plan for lots. Concerns were heard from neighboring and adjoining property owners regarding how this plan might impact their property with denser housing and additional traffic. Some owners expressed support for the Ashbacher's and what they were proposing to do. Due to issues regarding septic, lot sizes and a modified plan for lots being submitted, Gragg made a motion to table action on the issue and to continue the public hearing at the next regular meeting. Cahoon seconded. MCU.

Old Business: None.

New Business

- a) Cahoon made a motion to approve the John and Melinda Severson plat. Gragg seconded. MCU.
- b) Gragg made a motion to recommend approval of the Norwegian Evangelical Lutheran Church of Old East and West Paint Creek Subdivision Plat. Cahoon seconded. MCU.
- c) Blake advised that the Galema plat did not meet zoning ordinance minimum lot area requirements. He advised that Galema's plan to change the plat and resubmit. Cahoon made a motion to table action on the Gary and Karen Galema Subdivision Plat. Gragg seconded. MCU.
- d) Rober Hager was present to discuss their plans for development of the Lonnings Landing Campground. At this point they did not have firm plans, but were reviewing options. Blake presented options for lots on the property. No action taken.

Reports: None

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
August 15, 2016
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 |
| Chair person | 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.

Gragg made a motion to approve the July 18, 2016 minutes. Leppert seconded. MCU.

No public comments were received.

Public Hearings: None.

Old Business – George Ashbacher and others were present to discuss the proposed Cluster Housing Subdivision. Ashbacher's advised that they did not have the property for the set aside or reserve, common use property. That had already been sold to George's son, Larry. As an alternative to a Cluster Housing Development, George asked that the Commission consider changing the zoning on the property from A1 to R2, so that they could develop as presented, with lots of one acre or more. Site maps were reviewed and discussed. Blake stated that some of the lots might not be able to support development with septic due to topography. Commission asked that Laurie Moody review the sites. Gragg made a motion to set a public hearing for September 19, 2016 at 6:00 PM for a zoning change request for the Ashbacher property as depicted on the cluster housing plats submitted. Cahoon seconded. MCU.

New Business

- a) The Board reviewed an item referred from the Board of Adjustment. Calvin Snitker estate had requested a variance from the minimum lot area of three acres to allow the estate to sell the home with between 1 and 2 acres. The Board of Adjustment had not found substantial hardship to approve a variance but had advised the Estate that they should approach the Zoning Commission for a change in zoning from A1 to R2 to allow a lot less than three acres. After a brief discussion and review of the area and history of the site, it was the consensus to not encourage the owner to submit a request for a change in Zoning.
- b) Leppert made a motion to recommend approval of the Larry, Cindy and Lynn Schellhammer Subdivision Plat. Cahoon seconded. MCU.
- c) Gragg made a motion to recommend approval of the Stallman, Michael and Natalie Subdivision Plat. Cahoon seconded. MCU.

- d) Cahoon made a motion to recommend approval of the Delores Rober Estate Subdivision Plat. Leppert seconded. MCU.

Reports: Blake advised that the Clayton County Sand Mine Expansion Committee had concluded its work and had made a report to the Clayton County Zoning Commission. No action had yet been taken.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
July 18, 2016
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 |
| Chair person | James Pladsen | Present 2018 |
| Vice-Chair | Duane Leppert | Present 2019 |
| | Marlene Duffy | Absent 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. Leppert seconded. MCU.

Gragg made a motion to approve the June 20, 2016 minutes. Cahoon seconded. MCU.

No public comments were received.

Public Hearings: None.

Old Business - Blake presented proposed correspondence regarding review of Cluster Housing Subdivision Plan (preliminary) presented by George Ashbacher. Discussion was held regarding the suitability of some of the lots (being just one acre and being somewhat steep, including pond area, or maybe not having enough area for a septic). Blake advised that Ashbacher indicated that some of the lots may be combined and other ones split (lots of three acres or more.) The correspondence includes advice that these lots and divisions/combinations should be decided now, or may require plan amendments submitted and approved by the Commission at a later date. No action taken.

New Business

- a) Gragg made a motion to recommend approval of the Clinton Miller Subdivision Plat. Leppert seconded. MCU.

Reports: Update on Sand Mine Expansion Committee in Clayton county.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
June 20, 2016
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 |
| Chair person | 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. Duffy seconded. MCU.

Gragg made a motion to approve the May 16, 2016 minutes. Leppert seconded. MCU.

No public comments were received.

Public Hearings: Amendment to the text of the Zoning Ordinance regarding notice mail requirements to neighbors for variance applications. Blake presented details to the Zoning Commission recommending that the Ordinance be amended to eliminate 'certified mail' requirement for variance hearings. Blake presented correspondence received in his office. Two persons contacted him in questioning the intent of the change. No objections to the change were raised. Gragg made a motion to adopt a Resolution recommending a Zoning Ordinance amendment to the Board of Supervisors. Leppert seconded. MCU.

Old Business – Blake advised that no correspondence was received from the Wiemerslage's regarding the request for additional information and a detailed site plan regarding a request to establish an RV park in Dorchester.

New Business

- a) Cahoon made a motion to approve the site plan submitted by Brent and Marcia Shannon for work within the Bluffland Protection Area. Gragg seconded. MCU.
- b) Leppert made a motion to recommend approval of the Thomas Flaherty Subdivision Plat upon the condition that seller provide a 66 foot wide easement for access to the remainder of the lot that Flaherty plans to sell. Cahoon seconded. MCU.

Board member Duffy left at 6:35.

- c) Cahoon made a motion to approve the site plan submitted by Michael Wicklund for work within the Bluffland Protection Area. Gragg seconded. MCU.

- d) Blake presented a preliminary submittal from George Ashbacher for a Cluster Housing Development. No action will be taken until Blake has had an opportunity to review for compliance with Zoning and Subdivision Ordinances.

Reports: Blake and Commission members discussed the Comprehensive Plan rewrite process, pay increases approved by the Supervisors and a request for an additional pay increase for Melinda Berns, Assistant for Environmental Health and Planning and Zoning.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
May 16, 2016
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 | Absent | 2016 |
| | Colleen Gragg | Present | 2017 |
| Chair person | 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. Leppert seconded. MCU.

Leppert made a motion to approve the April 18, 2016 minutes. Duffy seconded. MCU.

No public comments were received.

Public Hearings: None

Old Business

Wiemerslage, Robert—Blake presented a letter explaining the plans for an RV park at the old Dorchester School site. The commission discussed the letter and felt it created more questions than it answered in regards to the full scope of work being proposed. Blake advised he had sent a large aerial printout of site to the owners and requested that they draw a plan of improvements, lots, etc.. Consensus to review plan when received and schedule site visit after that.

New Business

- a) Leppert made a motion to approve Dennis and Suzanne Bresnahan Subdivision Plat. Gragg seconded. MCU.
- b) Gragg made a motion to approve the Walter and Dorothy Gelo Trust Subdivision Plat. Duffy seconded. MCU.
- c) Gragg made a motion to approve the Robert and Sandra Reinke Subdivision Plat. Leppert seconded. MCU.
- d) Leppert made a motion to approve the Lorraine Cornelius Subdivision Plat. Duffy seconded. MCU.
- e) Blake addressed Commission, advising that a section of the ordinance required certified letters to neighbors for variance applications. This method of communication has not been the practice for decades and Blake recommended the ordinance be amended to remove this requirement. Commission consensus to proceed and to place on next months agenda.

Reports: Blake and Commission members discussed the Comprehensive Plan rewrite process. Blake updated the Commission regarding a sand mine expansion study committee that he was on in Clayton County. Blake and members discussed Confined Animal Feeding Operations (CAFO's) and the Reick Farms CAFO status on Village Creek.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
April 18, 2016
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 | Present 2017 |
| Chair person | James Pladsen | Absent 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. Duffy seconded. MCU.

Gragg made a motion to approve the March 21, 2016 minutes. Cahoon seconded. MCU.

No public comments were received.

Public Hearings:

Wiemerslage, Robert – application for a zoning change from I1 (Industrial) to A1 (Agricultural) or C1 (commercial) to allow applicants to establish an RV park. Blake presented a staff report regarding the request and the application filed by the Wiemerslage's. The property was zoned industrial for a manufacturing concern that no longer exists. Prior to that, the property was a public school. Blake presented the staff report, recommending conditions upon the use if the Commission decided to recommend approval. Those conditions would limit the use to itinerant camping since owners have presented no plan for services to the campsites (electric, water, sewer) and since it is located in a flood plain (Waterloo Creek). This stream is known to flash flood, but this ground does sit a little higher than the old campground site east of here. Owners also plan to use part of the existing building for a camp store. Members questioned how the sites would 'lay out' and if the owner's had any further information. Blake advised that a detailed site plan had not been submitted and did not have any further details. Gragg made a motion to recommend denying the zoning change request due to lack of detail on the plan, location in a flood plain possibly subject to flash flooding and questions regarding the access to the property. Cahoon seconded. MCU.

Private Burial Sites Ordinance Amendment – Blake presented the proposed ordinance draft regarding this use. Members discussed the restrictions on the use and that this would address responsibility for future maintenance of the site. Gragg made a motion to recommend approval of Zoning Ordinance Amendment to allow Private Burial Sites on conditons. Cahoon seconded. MCU.

Old Business – None.

New Business

- a) Cahoon made a motion to approve Heath and Danialle Draeger Bluffland Development Site Plan. Gragg seconded. MCU.
- b) Gragg made a motion to approve the Donald and Ruth Vine Subdivision Plat. Cahoon seconded. MCU.
- c) Gragg made a motion to approve the Kevin and Donna Schmidt Subdivision Plat. Cahoon seconded. MCU.
- d) Gragg made a motion to approve the Shirley Stieber Subdivision Plat. Cahoon seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
March 21, 2016
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 |
| Chair person | 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. Leppert seconded. MCU.

Gragg made a motion to approve the February 11, 2016 minutes. Cahoon seconded. MCU.

Cahoon made a motion to approve the February 29, 2016 minutes. Gragg seconded. MCU.

No public comments were received.

Public Hearings:

Kelly Rentals, LLC – application for a zoning change from R1 (Rural residential) to C1 (commercial) to allow the construction of a storage building for a commercial business and private rentals on Lots 46, 39, 32 and a strip of land north of and adjacent to Lot 32, all in the original Town of Rossville, Section 25, Township 97N, Range 5W, Allamakee County, IA. Locally addressed as 876 Volney Road, Waukon, IA. Blake presented a staff report detailing the request and recommending approval, finding that there was a need for more commercial land area and that this use would be compatible with neighboring land uses to the south and west and that the use would not generate traffic in excess of the capacity of the public infrastructure and would not create a safety hazard. No person spoke in opposition of the request. Chad Kelly presented his plans for development of the property. Cahoon made a motion to recommend approving the zoning change request. Leppert seconded. MCU.

Ashbachers Building Supply – application for a zoning change from A1 (agricultural) to C1 (commercial) to allow the expansion of an existing business (on this site) by building an office building on the site of this legal non-conforming use. This property is located on Lot 2, located in the south 1/2 NE 1/4 SW 1/4, Section 25, T97N, Range 5W. Locally addressed as 1256 Peterson Hollow Drive, Waukon, IA. Blake submitted a staff report recommending approval of the request. This location has been the site of this business for decades and provides a needed service to the community. The expansion of the use will allow the business to handle existing customer orders in a more efficient manner and will not impose an increase in traffic or present any safety hazards to the area. Larry Ashbacher presented his plans for development of the property to the Commission. No person objected to the request. Gragg made a motion to recommend approval of the zoning district change request. Cahoon seconded. MCU.

Old Business

The commission reviewed a recommendation from Zoning Administrator Blake. Cahoon made a motion to set a public hearing for the next regular meeting for an ordinance amendment establishing private burials as a conditional use in the A1 (agricultural) district. Duffy seconded. MCU.

New Business:

- a) Cahoon made a motion to approve the Moore's Dairy Service subdivision plat. Duffy seconded. MCU.
- b) Leppert made a motion to approve the Neil Thesing engineered site plan for development (a garage, not a house) within the Bluffland Protection area. Cahoon seconded. MCU.
- c) Members Duffy, Pladsen and Leppert advised that they planned on attending the Zoning 101 training event in Decorah. Blake would see to the registration of the members and himself. He advised that one member from the Board of Adjustment would also be attending.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
February 29, 2016
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 |
| Chair person | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Absent | 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. Leppert seconded. MCU.

New Business:

- a) Leppert made a motion to approve the Shirley Steiber subdivision plat. Cahoon seconded. MCU.
- b) Cahoon made a motion to approve the Sterk Family Trust subdivision plat. Gragg seconded. MCU.
- c) Cahoon made a motion to approve the KevDeb Rentals Two LLC subdivision plat. Gragg seconded. MCU.
- d) Consensus to table action on the Moore's Dairy Service subdivision plat.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
February 11, 2016
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 |
| Chair person | James Pladsen | Present | 2018 |
| Vice-Chair | Duane Leppert | Present | 2019 |
| | Marlene Duffy | Present (Arrived 6:07) | 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. Leppert seconded. MCU.

Gragg made a motion to approve the January 18, 2106 minutes. Cahoon seconded. MCU.

Public Comment – None.

Public Hearings – None.

Board Member Duffy Arrived.

Old Business

Private Burial Sites was discussed. Board questioned if we had to allow. Concerns were protection of groundwater, wetlands, floodplains, etc.. Board members were leaning toward banning use. Blake is to research legalities of banning and do more research on current practices in the state.

New Business:

- a) Leppert made a motion to approve the Rebecca Gesing subdivision plat. Gragg seconded. MCU.

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

Thomas Blake, Zoning Administrator

ALLAMAKEE COUNTY PLANNING AND ZONING COMMISSION MEETING
January 18, 2016
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.

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

Cahoon made a motion to approve the December 22, 2015 minutes. Duffy seconded. MCU.

Public Comment: None.

Public Hearings: None.

Old Business: Private Burial Sites—Discussion was held regarding the possible future liability to the County if private burial sites are established and not maintained. Pro's and Con's of allowing or not allowing, limiting number of burials per site, distance to water bodies, and reviewed sample ordinance and maintenance agreements. No action taken.

New Business:

- a) The Commission established the next meeting date for February 11th at 6:00 PM, due to holiday and Zoning Administrator vacation.
- b) Discussed possibility of doing site visits. Blake advised he would send an email for future site visits where it would be possible for members to go along.

Blake updated the members regarding the Spring Planning and Zoning Training to be held in Decorah in April. Blake advised that two applications for private burial sites have been received in his office.

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

Thomas Blake, Zoning Administrator