2012 Meeting Minutes

January 10, 2012 7:00pm

Members present:
   Phil Gent
   Jan Finn-Takes
   Lowell Tiedt

Members absent:
   Tim Fay
   Dave Lubben

Staff present:
   Janine Sulzner, Jones County interim Land Use Administrator
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Chad Sands, ECICOG
   Mike Rickels, property owner
   Ruth Carlson, Animal Welfare Foundation
   Kelly Day, Animal Welfare Foundation
   Candy Roberg, Animal Welfare Foundation
   Denise Koppenhaver, Animal Welfare Foundation

Discussion began at 7:00pm since there was not a quorum.

Chad Sands, ECICOG distributed copies of the Jones County Comprehensive Smart Plan Draft January 10, 2012 to the members.

Open discussion started with Planning & Zoning members Jan Finn-Takes and Phil Gent along with interim Land Use Administrator Janine Sulzner regarding the request to amend the Jones County Zoning map from R-Residential District to the C2-Highway Commercial District for parcel 02 14 400 030 owned by OffDock, Inc. described as Parcel 2009-97 in NW SE, Section 14 of Lovell Township.

Discussion included looking into Commercial uses in the county and possibly re-zoning other properties in the vicinity to Commercial to reduce the amount of spot zoning.

Next topic of discussion included speaking with the Animal Welfare Foundation regarding amending the Jones County Zoning ordinances to include a definition of animal shelter.

A previous meeting indicated board members were going to visit nearby animal shelters. Board member Phil Gent visited an animal shelter near Maquoketa. He indicated neighbors had no complaints or issues. A possible suggestion would be to have an open pen to allow animals to be dropped off when the shelter was closed. Board member Jan Finn-Takes visited a Tipton animal shelter. She also called the Tipton city administrator to ask about the city ordinances regarding animal shelters. They indicated no ordinances exist and no complaints have ever been received.

The Animal Welfare Foundation’s goal by the end of the 2012 year is to have land or a location for a future site. They also brought information regarding an architectural firm well known for building animal shelters. They will apply for funding and have more fundraising once a location is determined.
They currently use their website to post animals available for adoption and use Pet Point software and several other websites to help place animals.

Sulzner and Sands were concerned with the proposal of being exempt from all zoning requirements. Possibly this could be allowed within Residential with a special exception and a Permitted use in Ag or Commercial Zoning.

For the next meeting it was decided to see proposed verbiage to add the definition of animal shelter and then have a final vote.

Next the group reviewed various land use/zoning matters addressed by the interim Land Use Administrator. Since December 1, 2011, twenty-eight requests have been taken.

A quorum of the members was achieved at approximately 8:45pm and the meeting was called to order.

Board member Phil Gent was acting chairman.

Finn-Takes made a motion to call the meeting to order. Tiedt seconded the motion. All aye. Motion carried.

Public hearing was opened at 8:50 p.m. by Finn-Takes and seconded by Tiedt.

A request by Mike Rickels to rezone parcel 02 14 400 030 owned by Off Dock, Inc. briefly described as Parcel 2009-97 in the NW SE, Section 14 of Lovell Township, containing 8.68 acres, from the R-Residential District to the C2-Highway Commercial district.

Said proposal is to amend CHAPTER 3, JONES COUNTY ZONING ORDINANCE, of TITLE VI - PROPERTY & LAND USE by amending item B., of SECTION 7. COMMUNICATION TOWER GENERAL REQUIREMENTS, of ARTICLE XIV-WIND TURBINE AND COMMUNICATION TOWER REQUIREMENTS, as follows (proposed change is underlined below)

B. Towers in Jones County requiring lighting, shall be painted aviation red and white according to FAA specifications and be equipped with a red night time beacon lighting system (only).

Motion made to close hearing.

Tiedt motioned to approve Mike Rickels request and Finn-Takes seconded. All aye. Motion carried. Next steps will be to send it to the Board of Supervisors.

Second agenda item to request to amend the Jones County Zoning ordinance Section 7 Communication Tower General Requirements. Motioned by Tiedt and seconded by Finn-Takes. All aye. Motion carried.

Last item on agenda is request to amend the Jones County ordinance regarding animal shelters. Finn-Takes made a motion to table this til February. Motioned seconded by Tiedt. All aye. Motion carried.

Moved by Finn-Takes seconded by Tiedt to adjourn at 9:15pm.

Michele Lubben – Land Use Administrator
Members present:
  Phil Gent
  Jan Finn-Takes
  Lowell Tiedt
  Tim Fay
  Dave Lubben

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Chad Sands, ECICOG
  Kelly Day, Animal Welfare Foundation
  Candy Roberg, Animal Welfare Foundation

Meeting was opened with roll call promptly at 7:00 p.m. by Chairman Tim Fay. All Planning and Zoning Committee members present.

Motion made by Jan Finn-Takes to approve the minutes from January 10, 2012. Phil Gent seconded.

Motion made to open the public hearing for the 2012 Comprehensive Smart Plan.

No discussion among committee members. No comments regarding the proposal were received from the public. Chad Sands did have a new 2012 cover page and acknowledgements page to add. There will be minor grammatical errors corrected. Motion made to close the public hearing made by Lowell Tiedt, seconded by Jan Finn-Takes.

Motion made by Phil Gent to recommend the 2012 Comprehensive Smart Plan to the Board of Supervisors. Dave Lubben seconded the motion. Roll call vote taken. All ayes. Motion carried. Chad Sands will send five copies of the Comprehensive Smart Plan to Michele Lubben to distribute to the Board of Supervisors. Michele Lubben will add the 2012 Comprehensive Smart Plan to the Board of Supervisors Tuesday, February 14 agenda to distribute the copies.

Next item on the agenda was reviewing language to add Animal Shelters to the zoning ordinance. Kelly explained her proposal as presented. Phil Gent favors having the Animal Shelter in a Special Permitted District within the Agricultural District. Tim Fay agreed.

Phil Gent made a motion to approve and recommend the Animal Shelter proposal as presented. Accept the Definition as presented, as a Special Permitted Use within the Agricultural and Residential Districts, Principal Permitted Use within the C-1 Commercial, C2 Highway Commercial and I2 Heavy Industry Districts. Also accept the changes to Article XVII Section 2. Kennel and Animal Shelter Requirements. Motion was seconded by Lowell Tiedt. Roll call vote taken. All aye. Motion carried and proposal will be sent to the Board of Supervisors.

Next the group reviewed various land use/zoning matters addressed by the Land Use Administrator.
First was Monti Home Improvements, Dan Kraus. He owns 5.04 acres in the Agricultural District and wants to split off 3.04 acres for residential purposes. He would not have the frontage of 150 feet if this was split into two parcels. The split would make a flag lot which is not recommended by Chad Sands. He would most likely not receive a variance. We discussed whether the ordinance refers to the lot width as either 150 feet of frontage or 150 feet of actual lot width.

Vicky Ross and the Ross Development subdivision requires more information. Michele Lubben will contact her with additional questions to the reason of why she wants to make the changes.

Wendling Quarries discussed no quarries, mining, extractions in the ordinance. Chad Sands did not recommend going for a variance. Chad Sands recommended adding verbiage to the ordinance and will send Linn County’s ordinance regarding quarries. Another way is to rezone the parcel to Industrial and include it as a use in which in the opinion of the Zoning Commission is of the same general character as those listed in the Principal Permitted Uses within the district.

Moved by Lowell Tiedt seconded by Phil Gent to adjourn at 8:09 p.m.

Michele Lubben – Land Use Administrator

Jones County Planning and Zoning Meeting Minutes March 20, 2012 6:30 p.m.

Members present:
  Phil Gent
  Jan Finn-Takes
  Tim Fay
  Dave Lubben

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Meeting was opened approximately at 6:30 p.m. It was decided this is an informal “working-group” meeting to discuss clarifications within the Jones County Zoning ordinance.

The meeting started with discussion on the public hearing held earlier that day on the 2012 Comprehensive Smart Plan. Tim Fay and Phil Gent were Planning and Zoning Commission members present at the public hearing and gave comments regarding the plan. There were many visitors present at the public hearing in opposition to the plan and the board decided to table the plan until a later date.

Next we discussed the March 19, 2012 Board of Adjustment meeting and the variance and appeal decisions given to the applicants.

Phil Gent had passed out some possible clarifications to the zoning ordinance regarding farmstead and farmland splits. In his handout it referenced clarifications on definitions of Farmstead, Farmstead Split and Farmland Split and a revision of Article V, Section B. 6. Farmland splits. Discussion continued on how to clarify this section. It seemed clear that the 42 acres was minimum for a farmland or farmstead split. The intention is also to clarify that for farmland and farmstead splits it is only allowed one-time and only for contiguous acres.
Discussed the 150 feet lot frontage as listed in the A-Agricultural District versus the 150 feet of lot width in the other districts. There was not any clear direction as to why the A-Agricultural district has the 150 feet of lot frontage. Discussion around how this could be changed was discussed.

It was requested by the Land Use Administrator to update the ordinance to have a 5 day publication date instead of a 7 day publication date.

It was decided to update the ordinance to allow Quarries, Mining and Extractions. However, more research needs to be completed to see how other counties handle them and what types of restrictions are placed within the ordinance. Michele Lubben will research other counties ordinances and bring documentation to the next meeting.

We discussed excluding public utilities in the zoning ordinance and possibly updating the Article XVI Sign Requirement.

Reminder was given to Jan Finn-Takes and Dave Lubben for the Planning and Zoning 101 training session held at the Cedar Rapids Clarion hotel on March 29, 2012.

Next meeting will be on April 10, 2012 for a public hearing on a rezoning request for Walker Burgess.

Michele Lubben – Land Use Administrator

Jones County Planning and Zoning

Meeting Minutes April 10, 2012

Members present:

    Phil Gent
    Jan Finn-Takes
    Tim Fay
    Dave Lubben

Staff present:

    Michele Lubben, Jones County Land Use Administrator

Visitors present:

    Dan Kraus
    Becky Kraus
    David Larson
    Patricia Larson
    Walker Burgess
    Shawn Little
    Adam Gangstead

Meeting was opened with roll call at 6:30 p.m. Motion made by Phil Gent seconded by Jan Finn-Takes to approve the agenda. All aye.

Motion made by Phil Gent seconded by Dave Lubben to approve the meeting minutes from February 7, 2012 and March 20, 2012. All aye. Tim Fay initiated discussion regarding a concern with the zoning ordinance with visitors Dan and Becky Kraus from Monti Home Improvements. Dan Kraus explained his property situation and reasons denied by the Board of Adjustment on March 19, 2012 for a variance. The property is described as a 5.04 acre parcel at 19567 144th Ave. Monticello is listed in the A-
Agricultural District and cannot meet the lot frontage requirement of 150 feet or number of acres for a residential farmland split. Options for the property could include a rezoning request to R-Residential or a text amendment to the Jones County Zoning Ordinance to amend the frontage requirement within the A-Agricultural District.

Planning and Zoning would be inclined to approve a spot zoning for this property as long as the reasons were well documented. Planning and Zoning wants to make a commitment to updating the text within the zoning ordinance to address the frontage. There are other text amendments that should be included with future ordinance changes.

Phil Gent requested an updated version of the ordinance to be mailed to him. Another request from Jan Finn-Takes was to put a revision date at the corner of the revised pages.

A motion made by Dave Lubben seconded by Phil Gent to open the public hearing at 7:00 p.m. All aye.

Applicant Walker Burgess opened the discussion regarding the proposed archery, hunting, fishing supply store for Jones County. The business would fulfill a demand for this type of service in Jones County. The business cannot comply with the home-base business since it would employ approximately 4 or 5 people and occupy approximately 50% of the existing building. The existing building is set up for a pro-shop they will make some modification to include an indoor archery range. Traffic should not increase since 115th street is currently accessed by Jones County trucks and employees. No expected noise increase is expected. Currently, the hospital helicopter and ambulance generate more expected noise other than the business would generate. Business hours during the week would be 4-8 p.m. and weekends 10-6 p.m. Parking would be available on the property since it contains 3.7 acres. Garbage service would be provided for sanitary services. There would be no firearms on the property, only bow and arrows. It would not hold competitions and does not want to compete with the Anamosa Bowhunters since the business partners are all active members there. Plans would include remodeling the inside, a new roof, and improving the exterior front half of the building. There are no plans to expand the building.

Adjoining landowners Dave and Patricia Larson were in attendance to oppose the rezoning request. One reason is that adjoining properties of Walker Burgess, Dave Larson and Larry Comney share a common well that is located on the Burgess property. According to the well agreement, the three properties share the well for residential purposes only. They are also concerned with what future commercial business could be put there once the property is zoned commercial. There is no berm outside so if the business changes their mind and decides to shoot targets outside it could be a safety issue. It is very peaceful where they are with very little lighting, they would want no additional commercial lighting. They plan to retire and sell the property and having an adjoining commercial property could affect future property values. They have lived there since 1997.

Tim Fay proceeded to read the email with concerns from adjoining landowner Fred Fisher. His concerns were as follows:

1. Mr. Burgess and I have agreed on a property line adjustment as my property extends into his property approximately 50 Feet on the South property line. We have previously discussed and agreed to install a new fence per survey. This needs to be considered on any setback restrictions. Walker has been and will continue to work with Fred Fisher on the property line and new fence.
2. Does he plan to sell firearms and have a firing range? Will there be an archery range on the property? As mentioned previously no firearms or firing range, the archery range will be inside the existing building.
3. Will all planning and zoning ordinances be met? For example: Water, sewer, electrical, parking spaces, and driveway widths? Has the County Engineer and Environmental Health Services been contacted? According to the Land Use Administrator, all applicable zoning ordinances will need to be adhered to. The county engineer and environmental health has been contacted.

4. Will this be a conditional zoning to include only a Hunting and Archery Business or could there be other type businesses on same property? According to the Land Use Administrator, zoning runs with the land, however conditional zoning is an option and can place restrictions on the property owner.

5. My property parcel 09 12 326 003 Frederick F. Fisher, will remain Ag property and if adjacent property is zoned commercial owner needs to be aware fertilizers, sprays, machinery etc.. used in production will continue. This currently is not an issue with the property owner and does not feel this will affect the business.

Walker Burgess and the Land Use Administrator responded to the email questions as listed above in red. Visitor Adam Gangstead indicated they are hunter’s education instructors and safety will be first for the business.

It was suggested to pursue conditional zoning, putting restrictions on the property owner. The well sharing agreement is beyond the scope of the Planning and Zoning and will require the landowners to seek additional counsel to seek a resolution.

Motion made by Phil Gent seconded by Jan Finn-Takes to close the public hearing at 7:50 p.m. All aye.

Discussion between board members to pursue conditional zoning by putting provisions on the landowner.

Motion made by Phil Gent seconded by Tim Fay to table the rezoning request to pursue a conditional zoning agreement. Any provisions to be added that have not already been discussed should be sent to the Land Use Administrator no later than May 1, 2012. The Land Use Administrator will work with the county attorney to draft a conditional zoning agreement that can be presented to the Planning and Zoning Commission at their next meeting which was not scheduled.

Several land use issues were discussed that were new to the Land Use Administrator.

Lastly, the Commission reviewed the new supervisor districts and the duplication of members in District 3 and a vacancy in District 2. Possibly a resolution can be made within the next few months to correct the issue.

Motion made by Phil Gent seconded by Jan Finn-Takes to adjourn the meeting at 8:15 p.m.

Michele Lubben – Land Use Administrator
Jones County Planning and Zoning  
Meeting Minutes  
May 8, 2012 5:00 p.m.

Members present:
- Tim Fay
- Dave Lubben
- Phil Gent

Members absent:
- Lowell Tiedt
- Jan Finn-Takes

Staff present:
- Michele Lubben, Jones County Land Use Administrator

Visitors present:
- Dan Kraus
- Becky Kraus
- John Maehl

Meeting was opened with roll call promptly at 5:00 p.m. Motion made by Phil Gent to approve the agenda to the meeting seconded by Dave Lubben. All aye.

Motion made by Dave Lubben seconded by Phil Gent to approve April 10, 2012 meeting minutes. All aye. Comment made by Michele Lubben that the “Draft” will be removed from the meeting minutes and posted for public record.

Motion made at 5:03 p.m. by Phil Gent seconded by Dave Lubben to open the public hearing for a rezoning request from the A-Agricultural District to R-Residential for Dan Kraus and Monti Home Improvements located within Section 35 in Lovell Township described as parcel number 02-35-251-011.

Adjoining landowner John Maehl spoke first regarding the proposed rezoning request. His property is located directly across from the parcel. He indicated he is in favor of the rezoning request. He indicates that the parcel should follow function and that the surrounding neighborhood is residential. Planning and Zoning members indicated no comments from the County Engineer were made. It was noted that the City Administrator Doug Herman is also not opposed to the proposed residential dwelling. Doug Herman indicated that there will be height restrictions for trees and the dwelling on the parcel. Written notification will be sent by the Monticello Regional Airport to the landowner. There were no other objections from adjoining landowners.

Chairman Tim Fay indicated that he is reluctant to spot zone any areas within the county, but since there were no objections and this parcel is close to the city of Monticello he would not be opposed to rezoning this parcel. Both Phil Gent and Dave Lubben agreed. They also discourage spot zoning, however, the property is located adjacent to a residential area and the best use for the land appears to be residential.
Motion made by Phil Gent to accept the zoning map amendment from A-Agricultural to R-Residential for the parcel listed above and seconded by Dave Lubben. Roll call vote.

Tim Fay - aye
Phil Gent - aye
Dave Lubben - aye

Land Use Administrator Michele Lubben will send a written recommendation to the Board of Supervisors and put on the Board of Supervisors next agenda.

Motion made by Dave Lubben to close the public hearing at 5:13 p.m. and seconded by Phil Gent. All aye. Motion carried.

Discussion among P&Z members and Land Use administrator on parcels of land that are 2-3 acres in the A-Agricultural District that are bare agricultural ground and the restrictions within the ordinance on permitting new residential dwellings on these types of parcels. Residential dwellings are not a permitted or special permitted use within the A-Agricultural district. These will need to be brought to the Board of Adjustment for review since they are not listed in the ordinance. Tim Fay made a suggestion to have the county promote revitalization of abandoned farmsteads by adding verbiage within the ordinance instead of having the farmsteads become dilapidated.

Motion made by Phil Gent and seconded by Tim Fay to adjourn the meeting at 5:45 p.m. Continued review of text amendments may be on the agenda for the next meeting which is scheduled for June 12th.

Michele Lubben Land Use Administrator

No quorum for June meeting.

No meeting scheduled for July or August.

Jones County Planning and Zoning Commission Meeting Minutes September 11, 2012 7:00 p.m.

Members present:
   Tim Fay
   Keith Stamp
   Jan Finn-Takes
   Lowell Tiedt
   Dave Lubben

Staff present:
   Michele Lubben, Jones County Land Use Administrator
Meeting was called to order at 7:04 p.m. by Chairman Tim Fay. Motion made by Jan Finn-Takes seconded by Keith Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Keith Stamp seconded by Jan Finn-Takes to approve May 8, 2012 meeting minutes. All aye. Motion carried.

Commission members Dave Lubben arrived at 7:06 p.m. and Lowell Tiedt at 7:10 p.m.

First item on the agenda is to review a revised preliminary plat for Moonstorm Meadow Woods subdivision owned by Ruth Carlson in Section 7 of Fairview Township. The original preliminary plat was approved by both Planning and Zoning and the Board of Supervisors in February 2011. Since then, changes were made to the outer boundary, number of lots and access points. The revised preliminary plat now includes Ruth Carlson’s house, removed original Lot 7 which is now Parcel 2011-77, and removed a second access point and cul-de-sac. Matt McQuillen as representative for Ruth Carlson also outlined the changes and indicated that the subdivision now encompasses all the property Ruth Carlson owns. Matt indicated the main objective for the subdivision is to sell off Lot 1 which is located in the northeast corner for development. Ruth Carlson’s house is contained within Lot 2. The Carlson College of Massage Therapy is located on Lot 3. Lot 4 is the second buildable lot. Lot 5 does not contain the required lot frontage, therefore has a restrictive covenant indicating it is not a buildable lot. An outbuilding already exists on Lot 5 and Ruth’s long term goal would be to have that lot be with the adjoining property owned by Sharon Burrows. It was discussed whether the commission was reviewing a preliminary or a final plat. It was noted by the Land Use Administrator that due to the changes they were discussing a preliminary plat. Matt indicated it is possible to take action on a preliminary and final plat approval at the same hearing. It was noted in the file that the previous Land Use Administrator had indicated that the school district could use the Carlson College of Massage Therapy parking lot for a bus turnaround, however Matt indicated he had spoken with the Transportation Director of the Anamosa Community Schools, Matt English who had indicated the bus would not go onto a private drive and would not be able to turnaround in the college parking lot. Since a preliminary plat is being re-reviewed, the Land Use Administrator will again follow the procedures set forth within the Jones County Subdivision Ordinance to take action on both a Preliminary and Final Plat within 31 days. The eventual plan for Lot 4 possibly would be to build a bungalow for visitors.

Visitor Paul Hasler from north of Monticello presented a question pertaining to his property and an additional farmland split. The background of the property is a farmland split was completed in February 2012 for his son Mark Hasler. The property is located in Lovell Section 12 and the one time farmland split was completed to build a residential house for his son Mark Hasler. His daughter is now interested in building a house in a similar location just off Hwy 151 located on the same “farm”. Since two
Farmland splits are not allowed. He wondered if it was possible to receive a variance. An old platted subdivision exists on the property from 1875. A house existed on the property before the new Hwy 151 removed it quite a few years ago. A non-conforming use would require the house to be rebuilt within one year without going before the Board of Adjustment. The Land Use Administrator mentioned that if he owns another farm where he could take a farmland split it would be accepted within the ordinance, however it appears that it would not be along the highway. Other options would indicate that it would have to be on a gravel road. Paul indicated he would like to keep it on the highway if possible and use the existing access point provided by the DOT. Land Use Administrator will research with the county attorney on the irregular 1875 platted subdivision. Rezoning to residential is also an option which would require a one acre lot. It was noted that his son does farm himself about 100 acres and helps out with the family farm also, but his primary income is from a job in Cedar Rapids. It was noted that possibly a farm exemption could have been taken if the additional criteria could have been met for the first farmland split, but it was not completed in that manner and cannot be changed at this time. Paul’s daughter’s primary income is not farm related. It was noted that where the existing house was currently is being farmed over, however is not great farm ground. It will be further discussed and the Land Use Administrator will contact Paul Hasler for his options.

The Administrative Rules for Planning and Zoning were reviewed. Items updated included the revised date, grammatical errors, and the publication information. Motion made by Lowell Tiedt seconded by Dave Lubben to adopt the Administrative Rules for 2012-2013. All aye. The Land Use Administrator will have the original signed by the Chairman and placed on file.

Motion made by Lowell Tiedt seconded by Jan Finn-Takes to appoint Tim Fay as the chairman of the Planning and Zoning Commission for 2012-2013. All aye.

Since the last meeting, the 2012 Comprehensive Plan was approved unanimously by the Board of Supervisors. Hard copies provided by ECICOG were distributed to the members for reference.

Next Board of Adjustment member Paul Thomsen and retired planner Jim McElheny were present to discuss recent Board of Adjustment decisions and land use applications. Both presented their backgrounds in regards to the subject manner. Discussion surrounding discrepancies within the ordinance pursued. Items were discussed but no resolution was identified.

Next meeting is tentatively scheduled for October 9, 2012 at 7:00 p.m.

Motion made by Keith Stamp seconded by Jan Finn-Takes to adjourn the meeting at 8:20 p.m.

Michele Lubben Land Use Administrator
Jones County Planning and Zoning Commission

Meeting Minutes
October 9, 2012 7:00 p.m.

Members present:
Tim Fay
Keith Stamp
Jan Finn-Takes
Lowell Tiedt
Dave Lubben

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Jim McElheny – Jones County citizen/retired planner
Matt McQuillen – Attorney for Ruth Carlson/Moonstorm Meadow Woods subdivision

Meeting was called to order at 7:01 p.m. by Chairman Tim Fay. Motion made by Lowell Tiedt seconded by Jan Finn-Takes to approve the agenda to the meeting. All aye.

Motion made by Jan Finn-Takes seconded by Lowell Tiedt to approve September 11, 2012 meeting minutes. All aye. Motion carried.

Commission member Dave Lubben arrived at 7:05 p.m.

Item on the evening’s agenda is to take action on the preliminary plat for Moonstorm Meadow Woods subdivision owned by Ruth Carlson in Section 7 of Fairview Township. Reviews of the requirements within the ordinance were outlined and the following variances were noted:

- Lot 5 does not contain a lot frontage of at least 150 feet along the private street. This variance is approved by the Planning and Zoning Commission since a restrictive covenant indicates Lot 5 as a non-buildable lot. Chapter 4 Article IV Section 5.
- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. This private drive is established and no improvements are expected.
- The interior street is a private drive and no improvements are expected. Chapter 4, Article V Section 3.

Motion made by Keith Stamp seconded by Lowell Tiedt to approve the preliminary plat and send a recommendation for approval to the Board of Supervisors with the noted variances. Roll call vote. All aye. Motion carried.

Items not on the agenda were brought before the Planning and Zoning Commission by the Land Use Administrator. A property described as SW NE excepting N 7 Rds W ¼, Parcels B, 2002-97 and 2002-98 owned by Eunice Pillard located at 13557 Co Rd X31 Anamosa was discussed. The proposal is to separate the existing dwelling and approximately 2 acres. Looking at the 40 acre original tract, Parcel B was split in 1994 and a farmstead split was created in 2002. Since according to the ordinance, Parcel B was before
the April 1, 1998 date, that split is not counted. However, a new split would create a third tract of land since April 1, 1998, therefore creating a subdivision. The Land Use Administrator will contact the surveyor to notify them of the subdivision ordinance requirements for a preliminary plat and applicable fees for the subdivision.

It was noted the next Board of Adjustment meeting is next Tuesday, October 16, 2012 at 5:00 p.m. It will hear a variance to the sign ordinance from applicant Lange Signs and owner Bard Materials.

Motion made by Lowell Tiedt seconded by Jan Finn-Takes to adjourn the meeting at 7:40 p.m.

Michele Lubben Land Use Administrator
• Storm Water Pollution Prevention plan as listed in Section 7 of Article V. There will be no new construction.

The Land Use Administrator will contact the surveyor to clarify questions on the preliminary plat for the following:

• If the preliminary plat includes the names and locations of adjacent subdivision and names of record owners and locations of unplatted land within 500 feet of the proposed preliminary plat.
• To verify the utility easements not listed on the preliminary plat.
• To clarify the lot frontage and whether Parcel 2002-98 will still remain separate after the subdivision. Currently, the lot frontage is listed as 135.25 feet.
• Since this is located within 2 miles of the City of Anamosa, Brain is responsible for sending to the city to review.

The Land Use Administrator is also waiting for comments and recommendations on the preliminary and final plats from the Jones County Engineer, Board of Health, E911 Coordinator, and the District Soil Conservationist.

Motion made by Dave Lubben seconded by Keith Stamp to approve the preliminary plat and send a recommendation for approval to the Board of Supervisors noting the variances listed above and required recommendations received from the listed departments. Roll call vote. All aye. Motion carried.

It was noted the next Board of Adjustment meeting is next Tuesday, November 20, 2012 at 4:00 p.m. It will hear a variance to the sign ordinance from applicant Kevin and Lisa Miller and owner Ronald and Donna Miller for the Crimson Sunset Winery.

Motion made by Dave Lubben seconded by Keith Stamp to adjourn the meeting at 7:50 p.m.

Michele Lubben Land Use Administrator

2013 Meeting Minutes

Jones County Planning and Zoning Commission Meeting Minutes January 8, 2013 6:00 p.m.

Members present:
Tim Fay
Jan Finn-Takes
Dave Lubben
Lowell Tiedt

Member absent:
Keith Stamp

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Tom Novick – Novick Land Surveying
   Rick and Carol Rowley – Preliminary Plat applicants

Meeting was called to order at 5:55 p.m. by Chairman Tim Fay. Motion made by Lowell Tiedt seconded by Dave Lubben to approve the agenda to the meeting. All aye.

Motion made by Dave Lubben seconded by Lowell Tiedt to approve November 13, 2012 meeting minutes. All aye.

Item on the evening’s agenda is for a public hearing to review the Preliminary Plat for the Rowley First Addition located in Section 6 of Fairview Township and to possibly take action on the Preliminary Plat.

The Land Use Administrator opened with a background of the preliminary plat. All structures are existing and have been since before the zoning ordinance. In January 2012, an adjacent parcel 2012-01 was split off by brother Kenneth Rowley. The 1.06 acre parcel was conveyed by their father Richard Rowley to Kenneth Rowley. Subsequently, Rick is being conveyed a one acre parcel from his father Richard Rowley for the house they currently live in. It was noted by the Land Use Administrator that there is currently two dwellings on the 8.45 acre parcel. There is a dwelling that is located at 24839 Stone City Road within what appears to be Stone City Metal and Iron Company and the dwelling that is proposed in the subdivision. Approving this subdivision would allow conformity to the Jones County Zoning Ordinance of having one dwelling per parcel.

It was discussed that the proposed split of one acre does contain an existing dwelling that is half in Linn County and half in Jones County. It was noted by the applicant that taxes are paid in Jones County. The property is zoned Residential. It was discussed that a possible condition on the subdivision could be that if the dwelling was damaged in the future to a certain extent that any rebuilding must comply with current zoning requirements and setbacks.

It was discussed that the lot is land locked and does not have county road frontage. The current access is from Linn County. It was noted by the land surveyor and the applicant that Richard Rowley is to convey a legal lot of record in Linn County of one acre to Rick and Carol Rowley in order to obtain road frontage.

It was noted that there were items from what seemed to be from Stone City Metal and Iron Co. on the property. Carol Rowley indicated they stage trucks and do some cutting of metal but are unrelated to Stone City Metal and Iron Company and would like to see the area cleaned up this year. One of their intentions would be to plant more trees.

It was discussed that the checklist was reviewed and variances were noted in the documentation sent to the Planning and Zoning Members. Items discussed for variances included the requirement to be within a ½ mile of a hard surfaced road. Chairman Tim Fay noted the intent of that provision is for new
(groundbreaking) subdivisions. Also noted variances were two entrances, interior streets, cul-de-sacs, bus turnaround, and the Storm Water Pollution Prevention plan.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the preliminary plat and send a recommendation for approval to the Board of Supervisors noting the variances listed below. Roll call vote.

Jan Finn Takes – Aye
Dave Lubben – Aye
Lowell Tiedt – Aye
Tim Fay – Aye

All aye. Motion carried.

- Article IV Section 5 Lot uses, setbacks and size – This is a land locked parcel which can only be conveyed with an adjoining parcel that has county road frontage.
- Article IV Section 6 Location – Subdivision is greater than ½ mile from Jones County hard surfaced road X-28. Distance measured in GIS map equals approximately .67 miles.
- Street and access point requirement found in Section 2 of Article V. The existing access to Lot 1 is from Stone City Road in Linn County. There is no Jones County access and there will be no interior roads, road association requirements and there will not be two entrances.
- Interior street standards as listed in Section 3 of Article V. Due to the existing dwelling and access there will be no cul-de-sacs, interior roads or bus turnarounds.
- Storm Water Pollution Prevention plan as listed in Section 7 of Article V. There will be no new construction.

It was noted that the next steps will to take the Preliminary Plat to the Board of Supervisors for approval at their next meeting on January 15, 2013. If the Board of Supervisors approves the Preliminary Plat, then an additional $300 fee and Final Plat will need to be submitted before proceeding further.

Member Dave Lubben left at 6:30 p.m.

Items not listed on agenda were discussed. On Monday, January 7, 2013 a preliminary plat for Mayberry Addition located in Section 36 of Cass Township was given to the Land Use Administrator to review from a surveyor from MMS. Owners John and Jill Parham are interested in splitting 25.66 acres of property into seven commercial lots. Initial discussion discourages the flag lot on Lot 7 and encourages a cul-de-sac. Also, it was discussed that if the lots were for a commercial use, it would be required to re-zone the parcels from the Residential Zoning to the appropriate designation.

Next the recent sign variances approved by the Board of Adjustment in 2012 were discussed. Possible updates to the sign ordinance include:
- expanding the size to 32 square feet
• include the height requirement to reflect the grade of the road.
• Include wall signs in districts other than Commercial

Next meeting dates will need to be changed due to conflicts with commission members.

Motion made by Lowell Tiedt seconded by Jan Finn-Takes to adjourn the meeting at 6:45 p.m.

Michele Lubben Land Use Administrator

Jones County Planning and Zoning Commission Meeting Minutes March 11, 2013 9:00 a.m.

Members present:

Tim Fay, Chairman
Dave Lubben
Lowell Tiedt
Dr. Keith Stamp (arrived at 9:15 a.m.)

Members absent:

Jan Finn-Takes

Staff present:

Janine Sulzner, Auditor (in the absence of Michele Lubben, Jones County Land Use Administrator)

Visitors present:

Jeff Carstensen – representing J. Parham Rentals, LLC, property owner
Robert & Adrian Eden, 13656 Circle Dr., Anamosa

The meeting was called to order at 9:04 a.m. by Chairman Tim Fay.

Motion made by Tiedt seconded by Lubben to approve the agenda to the meeting. All aye.

Motion made by Lubben seconded by Tiedt to approve the January 8, 2013 meeting minutes. All aye.

Motion by Lubben seconded by Tiedt to open the public hearing on the proposal to rezone parcels of land owned by J. Parham Rentals, LLC. In section 36 of Cass Township. All aye.

The Chairman welcomed the guests.

The Auditor opened with a background of the rezoning request, including a review of the application, maps, Land Use Administrator’s report, and the purpose of the conditional zoning agreement.

Carstensen further explained the proposal and the future use of the property, and the pre-existing non-conforming uses, and the owner’s desire to get the zoning classifications to correspond with the current, and proposed, uses. Carstensen noted that a subdivision proposal will be presented at the next meeting.
A preliminary copy of the Mayberry Addition subdivision plat was viewed to assist in understanding the rezoning proposal.

Fay expressed his concerns regarding the lighting requirements of the zoning ordinance for commercial uses, and the importance of adhering to those regulations when the plat for the proposed subdivision is presented. A copy of the requirements will be provided to the owner’s representative.

The Land Use Administrator’s report was reviewed and it was noted that the proposal appeared to concur with the 2012 Jones County Comprehensive Plan.

The conditional zoning agreement was discussed. The agreement has been signed by the property owner.

Commission member Stamp arrived at 9:15 a.m. and was provided a brief explanation of the proposal using a map showing the various zoning changes.

Fay questioned Carstensen as to how the non-conforming uses came into existence. Carstensen noted that they were grandfathered in, though one of the buildings may have been built after the zoning ordinance was adopted.

Tiedt wondered about the signature on the conditional zoning agreement and why the signature was dated on February 22, 2013 while there was no signature on the copy provided to the Commission. Sulzner noted that the signed agreement was not provided to her by the owner until March 8 which was after the meeting materials had been sent to the Commission members. She also stated that information from other counties indicated that the signed agreement only needed to be presented at this hearing.

Fay inquired if the Commission members had any other concerns on the proposed plat. Some questions were asked regarding the proposed cul-de-sac. Further details will be provided at the April meeting when it is anticipated that the preliminary subdivision plat for the area will be presented to the Commission for approval.

Motion by Tiedt seconded by Lubben to close the public hearing on the rezoning proposal. All aye.

Motion by Stamp seconded by Tiedt to approve the conditional zoning agreement for a portion of Parcel 2012-108 in the SE NW & NE SW of Section 36 of Cass Township, further described as:

A portion of Parcel 2012-108, in accordance with the Plat thereof Recorded in Plat Book R at Page 26 of the Records of the Jones County Recorder’s Office, described as follows: Commencing at the Center of Section 36, Township 85 North, Range 4 West, of the Fifth Principal Meridian; Thence N89°31'08"W, along the North Line of the Northeast Quarter of the Southwest Quarter of said Section 36, a distance of 246.22 feet, to a Point on the Westerly Right-of-Way line of U.S Highway No. 151, the Easterly Line of Parcel 2012-108, in accordance with the Plat thereof Recorded in Plat Book O at Page 26 of the Records of the Jones County Recorder’s Office, and the Point of Beginning; Thence S19°58’12''W, along said Westerly and Easterly Lines, 0.24 feet; Thence
S14°32'55"E, along said Westerly and Easterly Lines, 73.73 feet; Thence S33°46'20"W, along said Westerly and Easterly Lines, 432.94 feet; Thence N48°42'16"W, 411.40 feet, to a Point on the Westerly Line of said Parcel 2012-108, and the centerline of Circle Drive; Thence N41°17'44"E, along said Westerly Line, and Centerline, 168.27 feet; Thence Northerly, 47.81 feet, along said Westerly Line, and Centerline on a 818.60 foot radius curve, concave Northwesterly, whose 47.80 foot chord bears N39°37'21"E, to its intersection with North Line of said Northeast Quarter of the Southwest Quarter, Thence S89°31'08"E, along said North Line, a distance of 389.80 feet, to the Point of Beginning, containing 3.23 acres.

Said agreement provides that the rezoning of the afore-described parcel to R1-Residential is subject to approval of the final plat of the Mayberry Addition subdivision by the Jones County Board of Supervisors.

Roll call vote:
- Stamp: Aye
- Tiedt: Aye
- Lubben: Aye
- Fay: Aye

Motion by Stamp seconded by Tiedt to approve the proposal to rezone Parcel 2002-03 in the NE SW, Section 36 of Cass Township, containing 9.66 acres, from the R-1 Residential District to the C-2 Highway Commercial District, and to rezone, subject to the terms of a conditional zoning agreement, a portion of Parcel 2012-108 in the SE NW & NE SW of Section 36 of Cass Township, further described as:

A portion of Parcel 2012-108, in accordance with the Plat thereof Recorded in Plat Book R at Page 26 of the Records of the Jones County Recorder's Office, described as follows: Commencing at the Center of Section 36, Township 85 North, Range 4 West, of the Fifth Principal Meridian; Thence N89°31'08"W, along the North Line of the Northeast Quarter of the Southwest Quarter of said Section 36, a distance of 246.22 feet, to a Point on the Westerly Right-of-Way line of U.S Highway No. 151, the Easterly Line of Parcel 2012-108, in accordance with the Plat thereof Recorded in Plat Book O at Page 26 of the Records of the Jones County Recorder's Office, and the Point of Beginning; Thence S19°58'12"W, along said Westerly and Easterly Lines, 0.24 feet; Thence S14°32'55"E, along said Westerly and Easterly Lines, 73.73 feet; Thence S33°46'20"W, along said Westerly and Easterly Lines, 432.94 feet; Thence N48°42'16"W, 411.40 feet, to a Point on the Westerly Line of said Parcel 2012-108, and the centerline of Circle Drive; Thence N41°17'44"E, along said Westerly Line, and Centerline, 168.27 feet; Thence Northerly, 47.81 feet, along said Westerly Line, and Centerline on a 818.60 foot radius curve, concave Northwesterly, whose 47.80 foot chord bears N39°37'21"E, to its intersection with North Line of said Northeast Quarter of the Southwest Quarter, Thence S89°31'08"E, along said North Line, a distance of 389.80 feet, to the Point of Beginning, containing 3.23 acres.

from the C-2 Highway Commercial District to the R-1 Residential District, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action.

Roll call vote:
- Stamp aye
- Tiedt: Aye
- Lubben: Aye
- Fay: Aye

Sulzner will provide a copy of the zoning ordinance, in particular the lighting requirements, to Carstensen.

The next meeting will be April 9, 2013 at 7:00 p.m. The May meeting date, if needed, will be determined at the April meeting.
Fay noted that it seems as though not many items are coming before the Planning & Zoning Commission. Sulzner provided information on the variance request for the March 19, 2013 Board of Adjustment meeting. She also provided a brief summary of permitted use applications she has approved in Michele Lubben’s absence.

Motion by Tiedt seconded by Lubben to adjourn the meeting at 9:30 a.m. All aye.

Janine Sulzner, Auditor
for
Michele Lubben, Land Use Administrator

Jones County Planning and Zoning Commission  Meeting Minutes  April 9, 2013 7:00 p.m.

Members present:

Tim Fay, Chairman
Jan Finn-Takes
Dr. Keith Stamp

Members absent:
Dave Lubben
Lowell Tiedt

Staff present:
Janine Sulzner, Auditor (in the absence of Michele Lubben, Jones County Land Use Administrator)

Visitors present:
Jeff Carstensen – representing J. Parham Rentals, LLC, property owner
Randall Williams, MMS Consultants
Jim McElheny

The meeting was called to order at 7:05 p.m. by Chairman Tim Fay.

Motion made by Stamp seconded by Finn-Takes to approve the agenda to the meeting. All aye.

Motion made by Stamp seconded by Finn-Takes to approve the March 11, 2013 meeting minutes. All aye.

Motion by Finn-Takes seconded by Stamp to open the public hearing on the preliminary plat of Mayberry Addition to Jones County on land owned by J. Parham Rentals, LLC. In section 36 of Cass Township. All aye.

The Auditor introduced the guests.

The Auditor opened with a background of the preliminary plat, including a review of the application and plat. The Land Use Administrator’s report was reviewed and it was noted that the proposal appeared to
concur with the 2012 Jones County Comprehensive Plan. The report also includes a recommendation for two variances to the Subdivision Ordinance. The written comments from the County Engineer, Environmental Health, Conservation, and Flood Plain Coordinator, were reviewed. The Auditor noted that the Anamosa School District and Soil & Water Conservation did not provide any comments on the plat.

The developer had provided information regarding a proposed lighting plan and a letter from the City of Anamosa waiving their right to review the plat.

A question arose regarding the proximity of access to the city sewer system. Williams responded that it was close to the outlot, and that the city had indicated an interest in possible annexation of the outlot at some point in the future.

Motion by Finn-Takes seconded by Stamp to close the public hearing on the preliminary plat of Mayberry Addition to Jones County. All aye. Motion carried.

Motion by Stamp seconded by Finn-Takes to approve the preliminary plat of Mayberry Addition to Jones County in section 36 of Cass Township, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for lot frontages of less than 150 feet for the three lots along the proposed Mayberry Lane cul-de-sac, and to the requirement for two access points in the subdivision.

Roll call vote:
    Stamp: aye
    Finn-Takes: aye
    Fay: aye

The Auditor stated that the preliminary plat would be presented to the Board of Supervisors at their April 16, 2013 meeting.

A brief discussion was held related to the 50’ setback required for commercial uses (C1 & C2) adjacent to residentially zoned properties (Article V, Section 3.F, and Section 4.F.), when the residentially zoned property is a pre-existing non-conforming commercial/industrial use. More specifically the Behrends Quarry north of Monticello is located in an R-Residential zoning district, but is a pre-existing commercial/industrial use. The owner of the adjacent commercially zoned property to the south is inquiring whether they must abide by the 50’ setback provision when the residentially zoned property is being used for commercial/industrial purposes as a pre-existing non-conforming use; and further whether they will need to apply for a variance to those provisions.

Fay expressed concern regarding applicability to other similar situations.
Finn-Takes wondered whether there was a specific need for the setback to be less than fifty feet.

McElheny noted that the county zoning map should be updated to note all active quarry operations.

The Auditor noted that regardless of the quarry operation, the county zoning map does not reflect any commercial areas (except those for which a rezoning has been approved).

McElheny also noted that it was his opinion that all hog confinements should be noted on the zoning map. He noted that he understood the county GIS Coordinator already has them mapped.

The Commission decided that the Board of Adjustment should address the inquiry, as they would be the Board acting upon a variance should one be determined to be necessary.

The next meeting, if needed, is tentatively scheduled for May 21, 2013 at 7:00 p.m.

Motion by Finn-Takes seconded by Stamp to adjourn the meeting at 7:34 p.m. All aye. Motion carried.

Janine Sulzner, Auditor
for
Michele Lubben, Land Use Administrator

**Jones County Planning and Zoning Commission Meeting Minutes May 21, 2013 7:00 p.m.**

Members present:

- Tim Fay, Chairman
- Jan Finn-Takes
- Dave Lubben via conference call

Members absent:

- Dr. Keith Stamp
- Lowell Tiedt

Staff present:

- Michele Lubben, Jones County Land Use Administrator

Visitors present:

- Jeff Carstensen – representing J. Parham Rentals, LLC, property owner
- Randall Williams, MMS Consultants

The meeting was called to order promptly at 7:00 p.m. by Chairman Tim Fay.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the agenda to the meeting. All aye. Motion carried.
Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the April 9, 2013 meeting minutes. All aye. Motion carried.

Motion by Jan Finn-Takes seconded by Dave Lubben to open the public hearing on the final plat of Mayberry Addition to Jones County on land owned by J. Parham Rentals, LLC. in section 36 of Cass Township. All aye. Motion carried.

Randy Williams mentioned that the final plat is essentially a mirror of the preliminary plat. It was noted by Randy Williams that it was requested on the preliminary plat that the Mayberry Lane required improvement be installed once Lot 7 is developed. The Commission did not have any disagreements with this statement. Randy Williams also mentioned that the City of Anamosa has decided to review the final plat with their Planning and Zoning Commission and the City Council. This process could take up to 45 days to complete. The city could request that instead of having private wells, they may require them to extend the city water. The city may allow the subdivision to retain the private septic systems. Chairman Tim Fay questioned whether the lighting statement is still on file with the Land Use Administrator. The Land Use Administrator confirmed the statement is on file.

Since the final plat is the same as the preliminary plat, the proposal still conforms to the 2012 Comprehensive Plan. The Land Use Administrator also received approvals for the final plat from the E911 Coordinator, the County Engineer and Environmental Health. Comments were not received from the Anamosa School District, Soil and Water Conservation or Flood Plain Coordinator. For the final plat, there will still be two variances to the Subdivision Ordinance.

Motion by Jan Finn-Takes seconded by Dave Lubben to close the public hearing on the final plat of Mayberry Addition to Jones County. All aye. Motion carried.

Motion by Jan Finn-Takes seconded by Dave Lubben to approve the final plat of Mayberry Addition to Jones County in Section 36 of Cass Township, and to send the Commissions recommendation for approval to the Board of Supervisors for final action once the City of Anamosa has reviewed the final plat. Variances to the Jones County Subdivision Ordinance to be considered for lot frontages of less than 150 feet for the three lots along the proposed Mayberry Lane cul-de-sac, and to the requirement for two access points in the subdivision.

Roll call vote:

Lubben: Aye
Finn-Takes: Aye
Fay: Aye

All aye. Motion carried.

The next regularly scheduled meeting, if needed, would be June 11, 2013 7:00 p.m.
Motion by Jan Finn-Takes seconded by Dave Lubben to adjourn the meeting at 7:15 p.m. All aye.

Jones County Planning and Zoning Commission Meeting Minutes  July 30, 2013 5:56 p.m.

Members present:
Tim Fay, Chairman
Dr. Keith Stamp
Lowell Tiedt
Dave Lubben

Members absent:
Jan Finn-Takes

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Jim McElheny

The meeting was called to order at 5:56 p.m. by Chairman Tim Fay.

Motion made by Lowell Tiedt seconded by Dave Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Keith Stamp seconded by Dave Lubben to approve the May 21, 2013 meeting minutes. All aye. Motion carried.

Lowell Tiedt nominated Tim Fay to be chairperson of the Planning and Zoning Commission for 2013-2014. Dave Lubben seconded. All aye. Motion carried.

Motion made by Lowell Tiedt seconded by Dave Lubben approving the Planning and Zoning Commission administrative rules for July 2013. All aye. Motion carried. A signed copy of the administrative rules will be kept on file with the Land Use Administrator.

Discussion regarding history and a possible zoning violation for property in section 34 of Lovell Township for a 5 year temporary permit issued in 2001 for a mobile home owned by Roger Stephen. Commission offered no recommendation and suggested to have the Board of Adjustment review at their next meeting.

Discussion followed regarding possible zoning updates as directed by the Board of Supervisors. Visitor Jim McElheny explained his past experience with planning and zoning and offered an assessment of past Jones County land use. The assessment was distributed to the Planning and Zoning Commission members. Lowell Tiedt left at 6:15 p.m. Commission members would like to see possible zoning updates for a future meeting relating to farmstead splits and the sign ordinance. Zoning districts were discussed
and the possibility for zoning Commercial and Industrial Districts within the county. Working with the Jones County Economic Development group could expand controlled growth within the county.

Discussed possible options for property on Newport Rd in section 6 of Rome Township containing 1.25 acres. This property may have a farmland split option with an adjoining property and may not require a rezoning or variance application. A future discussion could take place to discuss what kind of options smaller parcels in the Agricultural District have regarding residential dwellings. Property in section 18 of Lovell Township on Timber Rd wishes to possibly split a lot within the Pleasant Valley Estates Subdivision for building an accessory structure. The commission was hesitant recommending a rezoning request. Also, according the ordinance an accessory building is secondary to the primary structure, therefore, would not be allowed on a lot by itself. No further recommendations were made.

The next regularly scheduled meeting, if needed, would be September 10, 2013 at 7:00 p.m.

Motion by Dave Lubben seconded by Keith Stamp to adjourn the meeting at 7:15 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission          Meeting Minutes  September 10, 2013 6:56 p.m.

Members present:

    Tim Fay, Chairman
    Dr. Keith Stamp
    Dave Lubben
    Jan Finn-Takes

Members absent:

    Lowell Tiedt

Staff present:

    Michele Lubben, Jones County Land Use Administrator

Visitors present:

    Dustee Embree- Jones County Economic Development Coordinator

The meeting was called to order at 6:54 p.m. by Chairman Tim Fay.

Motion made by Keith Stamp seconded by Dave Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Dave Lubben seconded by Keith Stamp to approve the July 30, 2013 meeting minutes. All aye. Motion carried.
First on the agenda was to discuss rezoning possibilities for property in Jackson Township Section 24 owned by Paul and Roxanne Rundle also known as the “Olin Corner” at the junction of Hwy 64 and Hwy 38 currently zoned as Agricultural. The commission indicated they are not going to start rezoning specific parcels to Residential to avoid “spot zoning”. The commission indicated the parcel had previously been used as a commercial use (restaurant)– possibly 20 years ago. The commission also felt that it would be difficult to accommodate a business use with the landscape of the parcel. There appears there would be little room for parking. The commission felt the property is not buildable for residential use and is not allowed on the agriculturally zoned parcel.

Economic Development director Dustee Embree joined the commission to discuss possible ordinance changes and rezoning and the impact it has on economic development within the county. Dustee indicated that the economic development group was very positive to the possible changes as described by the Land Use Administrator. Dustee thought that the county had the capacity of areas to be rezoned. Commission member Keith Stamp would like to know if other counties within the state are seeing an increase in relocating businesses outside of corporate city limits. Many times cities provide property tax incentives for new or relocating businesses.

Commission member Jan Finn-Takes researched the Cedar County ordinance. She pointed out some ordinance verbiage such as the frontage, mining definitions, concrete plants, farmsteads/severing from farm that Cedar County had in their ordinance. It seemed very simple and easy to understand. Future changes could be compared to Cedar County because of the similar county demographics.

A future land use map could be helpful and the Land Use Administrator thought it may be best to get assistance from ECICOG if possible. For the next meeting the Land Use Administrator will bring the spreadsheet of areas within the county currently not zoned according to their current use. Areas include pre-existing non-conforming subdivisions, commercial areas, county owned property (public).

The next regularly scheduled meeting, if needed, would be October 8, 2013 at 7:00 p.m. Planning and Zoning Commission member Jan Finn-Takes submitted a resignation from the commission effective December 31, 2013.

Motion by Keith Stamp seconded by Dave Lubben to adjourn the meeting at 8:00 p.m. All aye. Motion carried.
The meeting was called to order at 6:55 p.m. by Chairman Tim Fay.

Motion made by Lowell Tiedt seconded by Jan Finn-Takes to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Keith Stamp seconded by Lowell Tiedt to approve the September 10, 2013 meeting minutes. All aye. Motion carried.

Motion made by Jan Finn-Takes, seconded by Keith Stamp to open the public hearing at 6:58 p.m. Roll call vote. All aye. Motion carried.

The Land Use Administrator explained that the rezoning application, aerial map, and any other documentation submitted with the application was sent to the Planning and Zoning Commission. The public hearing is for a request from applicant and owner Lammers Properties LLC, to rezone a parcel described as; Parcel 2003-39 in W 1/2 NW and part of Lot 1 Hilar Koob Place, Section 6 of Washington Township, containing 32.86 acres from the R-1 Residential District to the C-2 Highway Commercial District. More specifically, the proposal is to rezone the parcel to C-2 Highway Commercial to add an office structure for White Front Feeds. This proposal would make a permanent change to the zoning classification of the property.

Bruce Lammers started by explaining the origination of the White Front Feeds business currently located at 901 Johnson St. SW within the city limits of Cascade. According to Lammers, the parcel within the city was bought in approximately 1990 which contain approximately 1.07 acres. In 2002 he bought the property at 24739 Riverview Rd. described in the application which is considered “the farmstead”. In 2008 another parcel referred to as the “log lot” within the city limits was purchased. In 2012, the house along Buchanan Street addressed as 24755 Riverview Rd. within the county was purchased and is also referred to as Hilary Koob’s place. The plan for the house is unknown at this time. Lammers Properties LLC’s current need is for a larger office structure. At this time the trailers would be a temporary solution. The temporary office trailers could last from two to ten years. The current request is to place the office trailers that are 60 ft. by 28 ft. with the described parcel of approximately 32.86 acres within the county’s jurisdiction. The Land Use Administrator explained that the parcel is currently zoned as R-Residential due to the proximity of Cascade. A seed, feed and biofuel plant is a special permitted use within the A-Agricultural District and is a permitted use within the C-2 Highway Commercial District.
When presented with the information, the Land Use Administrator gave the option to have the parcel rezoned to a district to permit the seed and feed use for White Front Feeds.

The City Administrator thought the property that the current business is on was annexed by the city of Cascade in approximately 1990. The City Administrator indicated that Cascade had no objection to the proposed zoning amendment. Their 2008 Comprehensive Plan indicates the future land use as low density residential. Requesting city services (water/sewer) requires action from the city council. The applicant would be required to petition to the city to request city services for property located within the county. The parcel described in the application does have a well, but would need to install a septic system if city services cannot be obtained. The City Administrator confirmed the parcels located within the city of Cascade are currently zoned as C-2 Highway Commercial.

A primary goal of purchasing adjacent land around the current location of the White Front Feeds business is for mitigation of future potential hazards. It is unclear of the exact use of all the adjoining land at this time.

Jim McElheny commented on the property. The first recommendation is to get clear title to the right of way of Buchanan St. to avoid any future setback issues. Next, the proposed trailers located on the 32.86 acre tract need to be set off from the property boundary 30 feet. Lastly, partial rezoning of a smaller parcel could be identified and zoned within the larger parcel. The smaller parcel should contain enough space to accommodate any setbacks or future expansion of the business. However, his simpler solution would be annexation into the city.

The parcel is currently taxed as A-Agricultural by the Assessor’s office. The Land Use Administrator confirmed that the parcel would continue to be taxed as Agricultural unless the business would occupy over 50% of the parcel. The flood plain was discussed. The Commission appeared hesitant to rezone the entire 32-acre parcel from R-Residential to C-2 Highway Commercial.

Motion made by Lowell Tiedt seconded by Jan Finn-Takes to close the public hearing at 8:02 p.m.

Motion made by Lowell Tiedt seconded by Keith Stamp to table the rezoning proposal for up to 90 days until a site plan by a licensed surveyor is presented indicating the exact location of the C-2 Highway Commercial area.

The next regularly scheduled meeting, if needed, would be November 12, 2013 at 7:00 p.m.

Motion by Lowell Tiedt seconded by Jan Finn-Takes to adjourn the meeting at 8:20 p.m. All aye.
The meeting was called to order at 6:55 p.m. by Chairman Tim Fay.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the October 8, 2013 meeting minutes. All aye. Motion carried.

The Land Use Administrator updated Commission member Dave Lubben on the rezoning application. The original rezoning request is for a parcel described as; Parcel 2003-39 in W 1/2 NW and part of Lot 1 Hilar Koob Place, Section 6 of Washington Township, containing 32.86 acres from the R-1 Residential District to the C-2 Highway Commercial District owned by Lammers Properties LLC. On October 8, 2013 the Commission tabled the request for up to 90 days until a site plan from a licensed surveyor could be submitted indicating the exact location of the C-2 Highway Commercial area. The Commission reviewed the additional information presented. The Commission was provided two site plans, answers to previously asked questions regarding state law, setbacks and drainage for the storage of fertilizer and a containment plan for White Front. A Tier 2 plan was discussed. The Tier 2 plan is a disaster plan that is required once a year by the insurance company and provided to the city and county. The Commission discussed site plan #1 which can be described as the north two-thirds of parcel 2003-39 containing approximately 21.31 acres. The Commission agreed the future road going from Hwy 136 through the parcel to Riverview Rd was a good idea. Bruce Lammers commented that this allows the truck traffic to enter from Riverview Rd. The Land Use Administrator recommended site plan #1 to include future expansion of the business. It was noted that the proposed 85’ x 150’ office/shop will be required to be 50 feet from the property located at 24755 Buchanan St. SW legally described as Hilar Koob Place Lot 2 in NW NW which will continue to be zoned Residential.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the proposal to rezone a portion of Parcel 2003-39 in the West ½ NW and in part of lot 1 Hilar Koob Place of Section 6 of Washington Township, said portion to be rezoned is more specifically described as: beginning at a point on the
centerline of Riverview Rd., east of Buchanan St. SW on the west line of the E ½ of the NW ¼ Section 6-T86N-R1W; and proceeding thence southwesterly 41.73 feet to a point, thence, southwesterly 374.09 feet to a point, thence southwesterly 573.99 feet to a point, thence southwesterly 883.59 feet to a point, thence northwesterly 55.38 feet more or less to a point, thence northwesterly 347.76 feet to a point, thence northeasterly 215.01 to a point, thence northwesterly 150.33 feet to a point, thence northwesterly 248.70 feet to a point, thence northwesterly 173.30 feet to a point, thence northwesterly 155.68 feet to a point, thence northwesterly 351.76 feet to a point, thence northwesterly 56.88 feet to a point, thence southeasterly 116.50 feet to a point, thence southeasterly 147.55 feet to a point, thence southeasterly 140.29 feet to a point, thence southeasterly 376.03 feet along an arc to a point, thence northeasterly 211.90 feet to the Point of Beginning, containing approximately 21.31 acres; from the R1-Residential District to the C-2 Highway Commercial District; the proposal would make a permanent change to the zoning classification of the property, and amends the Jones County Zoning map and to send the Commission’s recommendation for approval to the Board of Supervisors for final action.

Roll call vote:
Lubben: Aye
Finn-Takes: Aye
Fay: Aye

All aye. Motion carried.

The Land Use Administrator will add the item to the next Board of Supervisors meeting on November 19, 2013 and will present the Commissions written recommendation.

Discussed property in Lovell Township section 18 located at 18566 Timber Rd. Monticello owned by Julie Picray. This pre-existing non-conforming parcel containing one (1) acre had a mobile home removed in May or June of 2013. An inquiry regarding rezoning the parcel to reflect the use was presented to both the Land Use Administrator and Supervisor Wayne Manternach. It was discussed by the Commission that it would not recommend rezoning the parcel because it could be considered spot zoning due to its small and inconsistent use that benefits a single landowner and cannot be supported by the comprehensive plan.

Discussed property in section 29 of Cass Township in Sam’s Hill 1st Addition currently zoned Agricultural which is a pre-existing non-conforming Residential use. The proposal is to consider an existing accessory building built in 2012 as an addition to the primary dwelling by adding a series of accessory buildings/garages connecting them. This proposal is to avoid zoning requirements since it does not qualify for an auxiliary dwelling due to its number of occupants, size, and setback requirements and is not zoned correctly for a parcel size less than 2 acres or for residential use. The Land Use Administrator did discuss the proposal with the County Attorney. The County Attorney’s interpretation was that it was an auxiliary dwelling and should be presented to the Board of Adjustment with conditions that the occupant cannot occupy more than 1000 sq. feet and may require a variance to the setbacks since it cannot meet the setbacks for a primary dwelling unit. The Commission decided to allow approval of a
permitted use the connection of a series of new accessory buildings to an existing accessory building as an addition to the primary dwelling with the following conditions:

1. A Permitted Use application must be completed and submitted to the Land Use Administrator along with the $25 fee made payable to Jones County. Attached to the completed application shall be a site plan of the proposed accessory buildings, any existing structures, and driveways.
2. The property must be maintained as one title.
3. The completion of garages shall be less than six (6) months at which time will be inspected by a member of the Planning and Zoning Commission.
4. The property shall not be subdivided.

The house is to remain a single residence on a single lot under the above conditions and all new structures must comply with the minimum front, rear and side yard setbacks in the district. The Land Use Administrator will contact the property owner.

Rock Island Clean Line informational meeting will take place on December 4, 2013 at 9:00 a.m. at the Lawrence Community Center, Anamosa.

The next regularly scheduled meeting, if needed, would be December 10, 2013 at 7:00 p.m.

Motion by Jan Finn-Takes seconded by Dave Lubben to adjourn the meeting at 8:03 p.m. All aye. Motion carried.
Motion made by Dave Lubben seconded by Jan Finn-Takes to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Jan Finn-Takes seconded by Dave Lubben to approve the November 13, 2013 meeting minutes. All aye. Motion carried.

Motion made by Jan Finn-Takes seconded by Dave Lubben to open the public hearing at 6:56 p.m. The public hearing is for a request by owners Brian D. and Jill J. Darrow to rezone parcels described as Parcel B in Govt Lot 2 and Parcel 2012-120 in Lead Mine Add Lot 1, Sections 14 and 13 of Fairview Township, containing a total of 3.07 acres from the R-1 Residential District to the C-1 Commercial District. More specifically, the proposal is to rezone the parcels to C-1 Commercial to allow the new accessory building for the Anamosa Veterinary Clinic. The Land Use Administrator described that two options were presented to the Darrow’s on the property shortly after the accessory building was built. The first option was to present an application to the Board of Adjustment to extend the non-conforming use to occupy additional lots or parcels according to Article VI Section 2A. The second option was to present an application for rezoning the parcels to Commercial to match the existing use. Both parcels are taxed as Commercial. Subsequently, an application for rezoning was submitted to the Land Use Administrator. The Commission commented that the intersection is problematic and would not support encouraging more commercial businesses in that location due to the high amounts of traffic at certain times of the year. Jim McElheny supports the rezoning, but indicates it would be beneficial for the Planning and Zoning Commission to review the entire Hwy 151 Corridor. Due to the dangerous intersection, the county could work with the DOT to include acceleration/deceleration lanes to improve the safety of the intersection. The Land Use Administrator commented that this is not creating new commercial growth; it is correcting an existing use that has extended onto an additional parcel.

Motion made by Jan Finn-Takes seconded by Dave Lubben to close the public hearing at 7:09 p.m.

Motion made by Dave Lubben seconded by Jan Finn-Takes to recommend rezoning parcels described as Parcel B in Govt Lot 2 and Parcel 2012-120 in Lead Mine Add Lot 1, Sections 14 and 13 of Fairview Township, from the R-1 Residential District to the C-1 Commercial District.

Roll call vote:
Lubben: Aye
Finn-Takes: Aye
Fay: Aye

All aye. Motion carried.

The Land Use Administrator will add the item to the next Board of Supervisors meeting on December 17, 2013 and will present the Commissions written recommendation.
Dan and Marilyn Lambertsen met with the Commission to discuss concerns with the proposal from Rock Island Clean Line to install a direct current utility line through southwestern Jones County. Dan has met with several other groups that represent the people of Jones county in hopes to gain an impact with the decision making process at the state level. He has requested the Commission file an objection with the state. It was discussed that the Commission’s primary responsibility is to make recommendations to the Board of Supervisors for zoning amendments and regulations.

Rock Island Clean Line informational meeting will take place on December 11, 2013 at 3:00 p.m. at the Lawrence Community Center, Anamosa.

Discussed proposed rezoning requests for property in Fairview 16 located at 22698 102\textsuperscript{nd} St. Anamosa for a proposed communication tower. Earlier in the day, the Land Use Administrator spoke with a representative from the siting company indicating that AT&T is now proposing collocation on an existing tower located at 9401 Forest Chapel Rd., Anamosa and is no longer pursuing a rezoning request. Discussed proposed rezoning request for section 17 in Fairview Township located at 23044 and 23042 Co Rd E34, Anamosa for a possible wedding event/venue from R-Residential to C-1 Commercial.

Recognition of service award was presented to Commission member Jan Finn-Takes for her 17 years of service to the Jones County Land Use boards. Her resignation from the Commission is effective December 31, 2013.

The next regularly scheduled meeting, if needed, would be January 14, 2014.

Motion by Dave Lubben seconded by Jan Finn-Takes to adjourn the meeting at 8:05 p.m. All aye. Motion carried.
Members present:

   Tim Fay, Chairman
   Dave Lubben
   Dr. Keith Stamp
   Lowell Tiedt
   Jim McElheny

Staff present:

   Michele Lubben, Jones County Land Use Administrator
   Ned Rohwedder, Jones County Supervisor

Visitors present:

   Becky DirksHaugsted, Anamosa Journal-Eureka

The meeting was called to order at 4:56 p.m. by Chairman Tim Fay. Chairman Tim Fay welcomed new member Jim McElheny.

Motion made by Lowell Tiedt seconded by Jim McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Keith Stamp seconded by Dave Lubben to approve the December 10, 2013 meeting minutes. All aye. Motion carried.

The Land Use Administrator distributed a spreadsheet of variances heard by the Board of Adjustment from 2012-2013. The spreadsheet highlighted the farmstead split and sign variances approved by the Board of Adjustment during that time. Proposed updates were discussed with the Commission regarding sign and farmstead splits. Other proposed verbiage and potential remedies to the farmstead split variances were discussed. Commission member Jim McElheny will prepare information to present at the next meeting. Supervisor Rohwedder offered comments regarding administering the ordinance and how to best serve the residents of Jones County.

The Land Use Administrator presented a map of the Shaw Rd. and Hwy 151 intersection in Section 14 of Fairview Township. The map indicated the zoning and taxation of the parcels adjacent to the intersection. The Commission discussed future development, existing uses and rezoning parcels to match the taxation.

Lowell Tiedt left at 6:00 p.m.

Land Use Administrator distributed a document prepared by Jim McElheny for suggested 2014 priorities. The document listed suggestions for Planning and Zoning priorities such as updating the ordinance for farm splits, signs, minor subdivision, mixed use and/or planned development. The list also included amending the official map to account for existing uses, having annual meetings with Board of Supervisors and Board of Adjustment, discuss variance process with Board of Adjustment, creating a future land use map, and creating a Hwy 151 and Fairview Area plan.

The next regularly scheduled meeting, if needed, would be February 11, 2014 at 5:00 p.m.
Motion by Jim McElheny seconded by Dave Lubben to adjourn the meeting at 6:15 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission  Meeting Minutes February 11, 2014 5:00 p.m.

Members present:

Tim Fay, Chairman
Dave Lubben
Dr. Keith Stamp
Jim McElheny

Members absent:
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator
Ned Rohwedder, Jones County Supervisor

Visitors present:
Robert Crozier, Anamosa Journal-Eureka
Jan and Jim Henderson, 10754 Shaw Rd., Anamosa
Jeff Carstensen, representative for John Parham
Randy Williams, MMS Consultants
Dee Lillie, visitor

The meeting was called to order at 4:59 p.m. by Chairman Tim Fay.

Motion made by Jim McElheny seconded by Keith Stamp to approve the agenda to the meeting.  All aye.  Motion carried.

Motion made by Keith Stamp seconded by Jim McElheny to approve the January 14, 2014 meeting minutes.  All aye.  Motion carried.

Introductions of the Commission, staff and visitors took place.

Motion by Jim McElheny seconded by Dave Lubben to open the public hearing at 5:00 p.m.  All aye.  Motion carried.  The public hearing is for a request from owners John W. and Jill A. Parham, to rezone a parcel briefly described as Lot 2 except the west 20 acres and except platted and Parcel D of Section 14 of Fairview Township (see document 2012-3906) located at 10626 Shaw Rd., Anamosa IA containing 9.09 acres from the R-1 Residential District to the C-1 Commercial District.  This proposal would make a permanent change to the zoning classification of the property.

The Commission was previously given a copy of the application, rezoning exhibit, Land Use Administrator’s written report and aerial map.
The application is requested by the owners to update the zoning to reflect the current adjacent uses. It was explained that there is no intended use at this time. It was noted the other three quadrants of the intersection currently have commercial uses.

Commission member Jim McElheny suggested that if the rezoning is recommended it contain a series of conditions. These conditions include the following:

1. Specific Site Plans for each specific use on the site shall be submitted to the Planning and Zoning Commission for review and approval prior to commencing any construction.
2. A Traffic Study may be required for proposed significant traffic generating uses, including but not limited to gas stations, convenient stores, fast food restaurants, restaurants and taverns, theaters, churches and similar high turnover, high intensity uses. In the absence of a specific use the highest allowable traffic generators must be assumed.
3. Access to the site should be limited to a single entry/exit including access to the balance of the site, preferably not along the curve and subject to approval by the County Engineer and State DOT.
4. Building setbacks from adjacent uses should be increased to 50 ft from the SH 151 Right of Way and 50 ft from the adjacent Residential District. The 30 ft setback from Shaw Rd would be acceptable.
5. A Soil Stabilization and Erosion Control plan shall be approved by the County Engineer prior to construction.
6. A Storm Water Management Plan shall include acceptable detention facilities to reduce runoff intensity and be subject to approval of the County Engineer and DNR.

In addition to the above conditions, Commission member Tim Fay would like to add:
7. A plan shall be submitted containing the lighting of proposed development as listed in Article XV – Lighting Requirements within the Jones County Zoning Ordinance.

The rezoning exhibit submitted with the application and the Jones County aerial map were discussed. The exhibit submitted references a retracement survey completed in 2010 by Brain Engineering with an acreage amount of 13.62 with 1.31 acres of road right-of-way. Jones County aerial maps indicate the parcel as 9.09 taxable acres. Retracement surveys do not change the taxation of a parcel.

Henderson’s wanted to know how this rezoning could impact their adjacent property. The acceptable uses of C-1 were read as listed in the ordinance. In addition, the uses not permitted were included. Those uses not included are any permitted or special permitted uses within the C-2 Highway Commercial or Industrial Districts.

The Land Use Administrator explained the Commission’s options for the application would be to:
- recommend the application
- recommend the application and include conditions
- table the application and request a review from the Board of Supervisors
- or deny the application and provide reasoning for the denial

Motion by Jim McElheny seconded by Keith Stamp to close the public hearing at 5:18 p.m. All aye. Motion carried.

Motion by Jim McElheny seconded by Keith Stamp to recommend rezoning a parcel briefly described as Lot 2 except the west 20 acres and except platted and Parcel D of Section 14 of Fairview Township (see
document 2012-3906) located at 10626 Shaw Rd., Anamosa IA containing 9.09 acres, from the R-1 Residential District to the C-1 Commercial District, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action. The rezoning recommendation should include the seven conditions listed above.

Roll call vote:
Jim McElheny: Aye
Dave Lubben: Aye
Keith Stamp: Aye
Tim Fay: Aye

The Land Use Administrator will provide the Commission’s written recommendation to the Board of Supervisors at their next meeting scheduled on February 18, 2014. At that time the Board may decide to set a public hearing for the request.

Next the Commission continued their discussion of ordinance text amendments. The Commission reviewed the white paper completed by Commission member Jim McElheny. The Commission felt that the administrative updates to the ordinance should continue to the Board of Supervisors. Items included in the administrative update would be text changes to Article V. Section 1 A. Agricultural District, updating the square footage of a sign to 32 square feet and including the roadway elevation in Article XVI Sign Regulations. It is also includes permitting a wall sign in the Agricultural District. The last recommended change would be to reduce the public notice date from seven (7) to five (5) days.

Motion made by Dave Lubben seconded by Keith Stamp to set a public hearing for March 11, 2014 at 5:00 p.m. for the above text amendments. All aye. Motion carried.

The Land Use Administrator discussed an abandoned sign located on a parcel located in Lovell Township Section 34 along Business Hwy 151 across from Kromminga Motors owned by Lambert’s. The Land Use Administrator will send a letter regarding removal of the sign.

The Land Use Administrator discussed a letter sent to property owners Craig and Barbara Decker at 22768 Hwy 151 in Section 13 of Lovell Township. The sign is for a business on the property. The sign appears to be larger and taller than the requirements listed in the ordinance. The property owners were given thirty (30) days to respond.

Next meeting will be March 11, 2014 at 5:00 p.m.

Motion by Dave Lubben seconded by Keith Stamp to adjourn the meeting at 6:06 p.m. All aye. Motion carried.
Members absent:
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Leo Bonifazi, surveyor for Dr. Bailey’s subdivision
Bret Barner, realtor

The meeting was called to order at 5:01 p.m. by Chairman Tim Fay.

Motion made by Dave Lubben seconded by Jim McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Jim McElheny seconded by Dave Lubben to approve the February 11, 2014 meeting minutes. All aye. Motion carried.

Introductions of the Commission, staff and visitors took place. Because the visitors present were there for the public hearing to take place at 5:15 p.m., Chairman Tim Fay requested to conduct the public hearing for Dr. Bailey’s preliminary plat subdivision first so the visitors did not have to wait for the 5:00 p.m. public hearing to finish. The visitors were appreciative to have their hearing held first and there were no objections from the Commission.

Motion by Jim McElheny seconded by Keith Stamp to open the public hearing at 5:05 p.m. All aye. Motion carried. The public hearing is for a request from owner, John L. Bailey, to subdivide a portion of the NE SW, NW SE, SW NE, and SE NW all in Section 10 of Fairview Township containing approximately 33.48 acres, owned by John L. and Rosemary Bailey, located at 21580 County Rd E-34, Anamosa. This preliminary plat of Dr. Bailey’s First Addition to Jones County contains three lots.

The Commission received the subdivision application, aerial map, Land Use Administrator’s written report, subdivision checklist and preliminary plat. There were no written or verbal comments received on the application.

Commission member Jim McElheny requested to discuss the intent of the subdivision. Realtor Bret Barner described the intent of the 10 acres on the west side of the subdivision indicated as Lot 1 is to sell to adjoining landowner Glen Hansel. No development will be on Lot 1 and generally most of the lot is forested and has a deep ravine. The intention for Lot 2 is to create a possible building site which contains 20.6 acres. There is a potential buyer for this lot. The potential buyer is Lisa Diers. Dr. Bailey continues to live in the existing house on Lot 3. Within the agreement for the potential buyer of Lot 2 is an option to buy Lot 3 if Dr. Bailey wished to sell it. It was discussed that since there is no development on Lot 1 and does not contain access that it become labeled as an outlot or a lettered lot. The surveyor agreed it could be changed to Outlot A. The realtor will provide a purchase agreement for the 10 acres of Lot 1 to show the intention of the purchase by the
adjoining neighbor Hansel. It was discussed that future re-subdivision of Lot 2 would be significantly limited by the configuration of the land and sub-soils.

The Land Use Administrator explained the Commission’s options for the application would be to:

- recommend the application
- recommend the application, noting variance and conditions
- table the application and request a review from the Board of Supervisors
- or deny the application and provide reasoning for the denial

As listed in the subdivision checklist the following variances are noted:

- Street and access point requirement found in Section 2 of Article V. The existing access to Lot 2 and Lot 3 is County Road E-34 and there will be no interior roads, road association requirements and there will not be two entrances.
- Storm Water Pollution Prevention Plan as listed in Section 7 Article V.

Motion by Jim McElheny seconded by Dave Lubben to close the public hearing at 5:15 p.m. All aye. Motion carried.

Motion by Jim McElheny seconded by Dave Lubben to recommend the preliminary plat of Dr. Bailey’s First Addition to Jones County in Section 10 of Fairview Township, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for the requirement for two access points in a subdivision and the storm water pollution prevention plan in addition to requiring the purchase agreements be presented to the Land Use Administrator and Lot 1 is changed to Outlot A for the final plat.

Roll call vote:
Jim McElheny: Aye
Dave Lubben: Aye
Keith Stamp: Aye
Tim Fay: Aye

The Land Use Administrator will provide the Commission’s written recommendation to the Board of Supervisors at their next meeting scheduled on March 18, 2014.

Motion by Keith Stamp seconded by Dave Lubben to open the public hearing at 5:17 p.m. to consider amending the Jones County Zoning Ordinance. The proposals include ARTICLE V ZONING DISTRICTS, SECTION 1. A - AGRICULTURAL: The intent of this proposal is to remove duplicated language, clarify administrative requirements within the ordinance, and to remove the farmstead frontage requirement. ARTICLE XVI SIGN REQUIREMENTS, SECTION 3. GENERAL PROVISIONS FOR SIGN REGULATIONS: The intent of this proposal is to increase the square footage of permitted signs and allow the height of the sign to be measured from the nearest roadway elevation instead of ground level. This proposal allows signs to be mounted on the side of a building within the Agricultural District. This proposal adds an on-premise sign and removes home based business signs within the C1- Commercial District. ARTICLE XXI PROCEDURE TO REQUEST VARIANCE OR EXCEPTION, SECTION 5. PUBLIC NOTICE: The intent of this
proposal is to reduce publication dates from seven (7) to five (5) days prior to a hearing to better accommodate the county’s weekly newspaper publication dates.

The Commission discussed the current ordinance and previous interpretations of the ordinance particularly relating to the Agricultural Zoning District and a 40-acre minimum requirement. The Commission also discussed Farmland Split regulations that have been in place since the adoption of the current ordinance in 2007.

Sign regulation changes were clarified that the intention is to have only one sign in the Agricultural Zoning District. Either an on-premise sign or a wall sign would be permitted with the text amendment. Two signs would not be permitted. However, in the Commercial District, both an on-premise sign and a wall sign would be permitted. Public comment was received on the sign text amendments from Julie VonMuenster from ScaleTec. She had reviewed the proposed verbiage and was supportive of the changes.

Motion made by Keith Stamp seconded by Dave Lubben to close the public hearing at 5:50 p.m.

The Land Use Administrator explained the Commission’s options for the application would be to:

- recommend the text amendments
- recommend the text amendments with changes
- table the text amendments and request a review from the Board of Supervisors
- or deny the text amendments

Motion by Keith Stamp seconded by Dave Lubben to recommend the proposed text amendments for Article XVI Sign Requirements and Article XXI Section 5. Public Notice of the Procedure to Request Variance or Exception. All aye. Motion carried.

The Land Use Administrator will provide the Commission’s written recommendation to the Board of Supervisors at their next meeting scheduled on March 18, 2014 in which they can decide to set a public hearing on the proposed text amendments.

Next meeting will be April 8, 2014 at 5:00 p.m. in which the Commission will hear a rezoning request for a parcel in Lovell Township Section 11 owned by Terry Covington.

Motion by Keith Stamp seconded by Dave Lubben to adjourn the meeting at 5:58 p.m. All aye. Motion carried.
Lowell Tiedt
Dave Lubben

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Terry Covington, applicant - 22925 Hwy 151, Monticello
Steve Reu – adjoining landowner – 14682 Tuetken Ln.
Pam Kean – adjoining landowner – 14682 Tuetken Ln.
Amy Picray – adjoining landowner – 14762 Tuetken Ln.
Tim Long – Cascade City Administrator – 500 5th Ave SE Cascade
Ed Recker – Cascade City Council – 913 3rd Ave SE Cascade
Steve Thompson – Cascade City Engineer

The meeting was called to order at 5:02 p.m. by Chairman Tim Fay.

Motion made by Keith Stamp seconded by Jim McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Keith Stamp seconded by Jim McElheny to approve the March 11, 2014 meeting minutes. All aye. Motion carried.

Introductions of the Commission, staff and visitors took place.

Motion by Jim McElheny seconded by Keith Stamp to open the public hearing at 5:04 p.m. All aye. Motion carried. The public hearing is for a request from owner, Terry L. Covington to rezone a parcel described as Parcel 2011-04 in North ½ SW, Section 11 of Lovell Township, containing a total of 4.78 acres from the A-Agricultural District to the R-Residential District. More specifically, the proposal is to rezone the parcel to R-Residential for future residential use. This proposal would make a permanent change to the zoning classification of the property.

The Commission received the application, aerial map, and the Land Use Administrator’s written report.

Adjoining landowners Reu and Kean spoke in opposition to the rezoning request. Covington indicates that the land is a better fit for Residential use. The purposes to the rezoning request was to make it easier to sell as a Residential lot. Adjoining landowner Brian Cooper rented the lot and planted corn on it last year. Cooper and Covington could not come to an agreement to have Cooper buy the land on contract. Covington indicated the future residential use would be required to conform to the restrictive covenants within the Tuetken additions and become a part of the road association agreement.

Reu and Kean wish to keep the rural setting and do not desire to have a house across from them. It was noted that Tuetken Lane floods more than once annually. Covington purchased the property in 2011. The Commission and visitors reviewed a map created by the Jones County GIS department that referenced the zoning, existing subdivisions and lots, flood plain and parcel lines.

Commission member Jim McElheny reviewed his overview, observations, conclusions and recommendations for the parcel. He highlighted that the single residential lot is adaptable to the
surrounding area, however is inconsistent with the Comprehensive Plan and generally only supports the owner’s interest. He concluded that the condition of the road is a concern that may need to be mitigated and recommended that there are no compelling reasons not to recommend rezoning from Agricultural to Residential. The Commission should then consider rezoning the balance of the pre-existing subdivision to the Residential District when updating the official map.

Covington indicated that he discussed the taxes with the Assessor’s office. The parcel is currently taxed as Agricultural and will remain Agricultural until the use changes.

Commission member Tim Fay would consider this spot zoning. He would rather see the entire subdivision be rezoned to residential.

Motion by Keith Stamp seconded by Jim McElheny to close the public hearing at 5:28 p.m.

The Land Use Administrator explained the Commission’s options for the application would be to:

- recommend the application, which would then go onto the Board of Supervisors
- recommend the application, with conditions
- table the application and request a review from the Board of Supervisors
- or deny the application and provide reasoning for the denial

Motion by Jim McElheny to approve rezoning the parcel described as Parcel 2011-04 in North ½ SW, Section 11 of Lovell Township, containing a total of 4.78 acres from the A-Agricultural District to the R-Residential District. Motion died for a lack of a second.

Motion by Keith Stamp seconded by Jim McElheny to table the rezoning request until all members of the Planning and Zoning Commission are present to offer comments and suggestions. Roll call vote.

Jim McElheny – aye
Keith Stamp – aye
Tim Fay - aye

Commission member Keith Stamp commented that the application needs further consideration with evidence of the waterway and flooding. It is inevitable that the area will be further developed and may have future requirements to further mitigate problems.

The Commission and Land Use Administrator will set another meeting date within two weeks and notify the applicant and adjoining landowners prior to the meeting.

Next the City of Cascade Administrator Tim Long presented a site plan with locations for the future City of Cascade Wastewater Treatment facility. The Department of Natural Resources has required the City to upgrade their facility. The future sites being reviewed are currently in the Northwest quarter of Section 6, along Riverview Rd. Site A appears to be within City limits, adjacent to the existing facility, however, the City cannot obtain the necessary waivers within 1,000 feet. Site B is on the north side of Riverview Rd on a parcel described as Parcel 2003-41 in the N ½ NW owned by Matthew R. Hosch on contract from Donald and Aileen Takes. Site C is on the south side of Riverview Rd. on the same parcel listed as Site B. The south side of Parcel 2003-41 also contains a communication tower. Site D is owned by Lammers Properties LLC and is described as Parcel 2003-39 in W ½ NW and part of Lot 1 in Hilar Koob Place. Sites B, C and D are all located within the county. Sites B and C are currently zoned
Residential due to the proximately to the City of Cascade. The north two-thirds of Site D have been recently rezoned to C-2 Highway Commercial. The site will contain approximately six (6) acres and will need to separated and conveyed to the City of Cascade. Currently soil samples and availability of property is taking place. The city is looking for the most efficient and cost effective place for the wastewater facility.

The Land Use Administrator discussed the subdivision regulations and that a possible split may take place near Site B to separate the communication tower from the adjacent farmland. Possibly coordination of the Cascade site and the communication tower can take place. The Land Use Administrator will send the Cascade City Administrator and City Engineer the Jones County Subdivision Ordinance and timelines for the next meeting.

The Land Use Administrator handed out a draft of Agricultural zoning changes prepared by Jim McElheny, in particular addressing a 40-acre minimum for residential use in the Agricultural district.

Commission members and the Land Use Administrator reviewed several land use applications.

Next meeting will be determined by sending out an email so that the entire board can re-review the rezoning in Lovell Township Section 11. The meeting will take place within two weeks. Motion made by Jim McElheny seconded by Keith Stamp to adjourn at 6:40 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission  Meeting Minutes  Special Session

April 21, 2014 7:00 p.m.

Members present:

    Tim Fay, Chairman
    Dr. Keith Stamp
    Jim McElheny
    Lowell Tiedt
    Dave Lubben

Staff present:

    Michele Lubben, Jones County Land Use Administrator
    Ned Rohwedder, Jones County Supervisor

Visitors present:

    Terry Covington, applicant - 22925 Hwy 151, Monticello
    Steve Reu – adjoining landowner – 14682 Tuetken Ln.
    Pam Kean – adjoining landowner – 14682 Tuetken Ln.

The meeting was called to order at 6:57 p.m. by Chairman Tim Fay.

Motion made by Keith Stamp seconded by Jim McElheny to approve the agenda to the meeting. All aye. Motion carried.
The meeting minutes for the April 8, 2014 were waived until the next regularly scheduled meeting.

The Land Use Administrator notified the Commission and visitors that since the last meeting, the process of recommending rezoning requests has been reviewed by the County Attorney. According to the Attorney, the Commission must submit any and all recommendations to the Board of Supervisors. This process differs from the Board of Adjustment decisions and Planning and Zoning Subdivision regulations. This meeting is also not a public hearing. The Chairman could ask for comment at the public meeting, however, is not required to take public comment. The Commission is to make a recommendation to the Board of Supervisors for a request from owner, Terry L. Covington to rezone a parcel described as Parcel 2011-04 in North ½ SW, Section 11 of Lovell Township, containing a total of 4.78 acres from the A-Agricultural District to the R-Residential District.

The Land Use Administrator and Commission members present at the last meeting briefly discussed the previous meeting and public hearing.

The Commission discussed concerns with the safety for the public during times of flooding on Tuetken Lane. Items to mitigate the flooding were discussed (larger culvert, retention pond, elevation of the road). Other members also expressed concern with the potential of future residential use and the current condition of the road.

The definition of a farm, separating parcels in the Agricultural District less than 10 acres, minimum acre requirements in the Residential District, and the Farm Exemption application were all discussed. It was discussed the potential for a subdivision so that an adjoining landowner could buy the east 2.5 acres. In order to split the parcel, it would be required to be rezoned to Residential since neither owner could provide the documents required for an Agricultural Exemption. Residential dwellings are not a permitted use in the Agricultural District. Commission member Tim Fay would still consider this spot zoning.

Motion by Lowell Tiedt seconded by Dave Lubben to send a recommendation to the Board of Supervisors to deny rezoning the parcel described as Parcel 2011-04 in North ½ SW, Section 11 of Lovell Township, containing a total of 4.78 acres from the A-Agricultural District to the R-Residential District due to public safety issues regarding flooding and maintenance on Tuetken Lane, the request does not conform to the Comprehensive Plan, and to recommend the parcel remains zoned for Agricultural use.

Roll call vote.
Jim McElheny – aye
Dave Lubben – aye
Lowell Tiedt - aye
Keith Stamp – aye
Tim Fay - aye

The Land Use Administrator will present the recommendation to the Board of Supervisors at their April 29, 2014 meeting at approximately 10 a.m. According to the ordinance, the Board can then decide to set a public hearing on the request.

Next, Jim McElheny explained a modified 40-acre minimum proposal to changes in the Agricultural District for non-farm development. The Commission discussed the proposed changes.
Motion by Keith Stamp to accept the modified 40-acre minimum proposal and to send to the Board of Supervisors for review. Motion died for lack of a second.

The Commission discussed having more time to review possible changes to text amendments within the Agricultural District.

Motion made by Dave Lubben seconded by Jim McElheny to adjourn at 8:30 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission  Meeting Minutes  May 13, 2014 7:30 a.m.

Members present:
Tim Fay, Chairman
Jim McElheny
Lowell Tiedt
Dave Lubben

Member absent:
Keith Stamp

Staff present:
Michele Lubben, Jones County Land Use Administrator

The meeting was called to order at 7:28 a.m. by Chairman Tim Fay.

Motion made by Lowell Tiedt seconded by Dave Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by Jim McElheny seconded by Lowell Tiedt to approve the meeting minutes for the April 8, 2014 and April 21, 2014 meetings. All aye. Motion carried.

Motion by Jim McElheny seconded by Lowell Tiedt to open the public hearing at 7:30 a.m. regarding the final plat of Dr. Bailey’s First Addition subdivision containing two lots and one non-buildable outlot owned by John L. and Rosemary Bailey, located at 21580 County Rd E-34, Anamosa.

The Land Use Administrator sent the Commission the final plat and aerial map. The Land Use Administrator gave a background of the preliminary and final plats. It was noted the proposal is in accordance with the 2012 Jones County Comprehensive Plan. Written comments were received from the County Engineer, Environmental Health, and Flood Plain Coordinator. The Auditor’s office has reviewed the final plat and will require additional corrections before recording. The Land Use Administrator noted variances to the subdivision ordinance to the requirement for two access points in a subdivision and the storm water pollution prevention plan.

Motion by Dave Lubben seconded by Jim McElheny to close the public hearing at 7:35 a.m.
Motion by Dave Lubben seconded by Jim McElheny to approve the final plat of Dr. Bailey’s First Addition to Jones County in Section 10 of Fairview Township, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for two access points in the subdivision, no new interior streets and to the storm water pollution prevention plan and in agreement with the corrections to the final plat according to the Auditor’s office.

Roll call vote:
  Lowell Tiedt: aye
  Dave Lubben: aye
  Jim McElheny: aye
  Tim Fay: aye
All aye. Motion carried.

Motion by Dave Lubben seconded by Lowell Tiedt to open the public hearing at 7:40 a.m. for a final plat for Riverview Road Addition subdivision submitted by Donald Takes in Section 6 of Washington Township containing one lot to separate an existing communication tower.

The Land Use Administrator sent the Commission the final plat and aerial map. The Land Use Administrator gave a background of the final plat. The Land Use Administrator noted that essentially this is a preliminary and final plat review presented at one meeting because they are the same. It was noted the proposal is in accordance with the 2012 Jones County Comprehensive Plan. Written comments were received from the County Engineer, Environmental Health, and Flood Plain Coordinator. The Land Use Administrator noted variances to the subdivision ordinance to the requirement for lot size, flood plain, two access points in a subdivision and the storm water pollution prevention plan.

Motion by Jim McElheny seconded by Lowell Tiedt to close the public hearing at 7:45 a.m.

Motion by Jim McElheny seconded by Dave Lubben to waive the requirement for preliminary plat and to approve the final plat of Riverview Road Addition to Jones County in Section 6 of Washington Township, and to send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for lot size, flood plain, two access points in the subdivision, interior streets and to the storm water pollution prevention plan.

Roll call vote:
  Lowell Tiedt: aye
  Dave Lubben: aye
  Jim McElheny: aye
  Tim Fay: aye
All aye. Motion carried.

Next the Commission discussed the inspection of six month completion of an accessory building for property in Section 29 of Cass Township within Sam’s Hill 1st Addition. Tim Fay will contact the property owner for an inspection.

The Land Use Administrator noted that the recommendation from the Planning and Zoning Commission regarding the rezoning application from Terry L. Covington was presented to the Board of Supervisors,
however no further action was taken since the application was withdrawn and the applicant requested no further action from the county was necessary.

The Commission discussed possible Agricultural zoning text amendments focusing on minimum acres in the Agricultural District and Farmstead splits.

Lowell Tiedt left at 8:05 a.m.

The Commission noted that a nuisance sign in Lovell Township Section 34 along Business Hwy 151 near Monticello had been removed. The Land Use Administrator noted that the property owner was sent a letter thanking them for their cooperation in removal of the abandoned sign.

Jim McElheny will be attending the COZO (County Zoning) Conference in Okoboji, Iowa from May 21-23.

Next meeting has been rescheduled for June 17, 2014 due to conflicts on the normal meeting date of June 10, 2014. A time will be determined by the Commission at a later date and coordinated with the Board of Adjustment since they normally meet on that day (third Tuesday of the month).

Motion made by Jim McElheny seconded by Dave Lubben to adjourn at 8:30 a.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes July 8, 2014 2:30 p.m.

Members present:
Tim Fay, Chairman
Jim McElheny
Lowell Tiedt
Keith Stamp

Member absent:
Dave Lubben

Staff present:
Michele Lubben, Jones County Land Use Administrator

The meeting was called to order at 2:28 p.m. by Chairman Tim Fay.

Motion made by Jim McElheny seconded by Lowell Tiedt to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lowell Tiedt seconded by Jim McElheny to approve the meeting minutes for the May 13, 2014 meeting. All aye. Motion carried.

Land Use Administrator discussed the procedure of appointing the annual chairperson and administrative rules. The administrative rules were updated to reflect 2014 and the name as Planning & Zoning Commission instead of Planning & Zoning Board.
Motion by Lowell Tiedt seconded by Keith Stamp to appoint Tim Fay to be the chairperson for the 2014-2015 year. No other nominations were presented. All aye. Motion carried.

The Land Use Administrator will place the 2014-2015 administrative rules on file in the Land Use office.

The Commission discussed amending the zoning ordinance to permit cemeteries as a principal permitted use in the Agricultural and Residential Zoning Districts. Prairie Hill Cemetery located in Castle Grove Section 21 is looking to expand their cemetery to include a 1.17 acre parcel to the east of their current location. The Commission discussed the permitted use and compared it to other counties.

Motion by Jim McElheny seconded by Lowell Tiedt to hold a public hearing on August 26, 2014 at 6:00 p.m. regarding amending the ordinance to include cemeteries as a permitted use within the Agricultural Zoning District and to reduce the public notice within Article XXIII from seven (7) days to five (5) days.

Next meeting has been scheduled for August 26, 2014 at 6:00 p.m.

Motion made by Keith Stamp seconded by Lowell Tiedt to adjourn at 3:07 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes August 26, 2014 6:00 p.m.

Members present:
Tim Fay, Chairman
Jim McElheny
Keith Stamp

Member absent:
Dave Lubben
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Robert Crozier, Anamosa Journal-Eureka
Tom Novick, Novick Land Surveying
Louise Lorenz, 23044 County Rd E-34, Anamosa
Catherine Davies, Board of Adjustment member

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay.
Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.
Motion by McElheny seconded by Stamp to approve the meeting minutes for the July 8, 2014 meeting. All aye. Motion carried.
Motion by Stamp seconded by McElheny to open the public hearing at 6:04 p.m. on a proposal to amend the Jones County Zoning Ordinance to permit cemeteries as a permitted use in the A-Agricultural and Residential Zoning Districts. Also included is a proposal within Article XXIII Amendments to reduce publication dates from seven (7) to five (5) days prior to a hearing to better accommodate the county’s weekly newspaper publication dates. The public hearing notice was published in all three of the county’s newspapers. There were no verbal or written comments received on the proposal. No comments were received from the public at the hearing.

Motion by McElheny seconded by Stamp to close the public hearing at 6:07 p.m.

The Commission discussed the amendment to permit cemeteries as a principal permitted use in the Agricultural and Residential Zoning Districts. The Land Use Administrator explained again that Prairie Hill Cemetery located in Castle Grove Section 21 is looking to expand their cemetery to include a 1.17 acre parcel to the east of their current location.

Motion by McElheny seconded by Stamp to approve the proposed text amendments and to send a recommendation to the Board of Supervisors regarding amending the ordinance to include cemeteries as a permitted use within the Agricultural and Residential Zoning District and to reduce the public notice within Article XXIII from seven (7) days to five (5) days.

Motion by McElheny seconded by Stamp to open a public hearing at 6:08 p.m. on a preliminary and final plat for Lorenz First Addition to Jones County located in Section 17 of Fairview Township.
Land Use Administrator gave a background on the application and preliminary and final plats. It was noted that the proposal appeared to be in consideration with the 2012 Jones County Comprehensive Plan. Novick and Lorenz were present to answer questions if needed.

Motion by McElheny seconded by Stamp to close the public hearing at 6:11 p.m.

Motion by McElheny seconded by Stamp to approve both the preliminary and final plats for the Lorenz First Addition to Jones County in section 17 of Fairview Township and send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for the requirements for two access points in a subdivision, interior streets and the storm water pollution prevention plan.

Roll call vote:
Stamp: aye
McElheny: aye
Fay: aye

The Land Use Administrator stated that the preliminary and final plats would be presented to the Board of Supervisors at their September 2, 2014 meeting.

Next the Commission discussed a draft of a possible text amendment to include shooting ranges within different districts. McElheny prepared the draft by reviewing Linn County’s zoning ordinance and also the NRA standards for shooting ranges. The current zoning ordinance would possibly permit shooting ranges under Article IX. Commercial Recreation Uses as a Special Permitted Use in the Agricultural Zoning District. Adding more specified language would require shooting ranges to be held to higher safety standards. The National Rifle Association (NRA) has the gold standard relating to shooting ranges. Land Use Administrator noted that there has been one request for a possible shooting range within the county, but have not received an application.

Motion by Stamp seconded by McElheny to order the NRA instructional CD for $19.95 to have on file for continued research regarding shooting ranges. All aye. Motion carried.

Agricultural Zoning ordinance possible text amendments were discussed. A proposal prepared by Jim McElheny outlines removal of duplicate language within the Agricultural District’s intent, additional restrictions on farmstead and farmland splits including restrictions to splitting land for residential purposes on 65 CSR or higher ground, lands in Forest Reserve, requirements for forms and fees as required, and subdivision regulations. The Land Use Administrator discussed the possibility of future text amendments going before the Board of Supervisors on an annual basis instead of a case-by-case basis. Next meeting has been scheduled for September 9, 2014 at 6:00 p.m. for an application to rezone a portion of a parcel located in section 20 of Fairview Township from A-Agricultural to R-Residential for future split and residential use.

Motion made by McElheny seconded by Stamp to adjourn at 7:15 p.m. All aye. Motion carried.
Jones County Planning and Zoning Commission    Meeting Minutes   September 9, 2014 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Dave Lubben

Member absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Pete and Lois Gombert – 23620 Gombert Dr., Anamosa
   Brooke Gombert – 23942 Owen Pl., Anamosa

The meeting was called to order at 5:58 p.m. by Chairman Tim Fay.

Motion made by McElheny seconded by Lubben to approve the agenda to the meeting.   All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the August 26, 2014 meeting.  All aye. Motion carried.

Motion by Lubben seconded by McElheny to open the public hearing at 6:00 p.m. on a proposal to rezone a portion of a parcel generally located at 9321 and 9319 Hwy 1, Anamosa, in Section 20 of Fairview Township, containing a total of 5.38 acres from the A-Agricultural District to the R-1 Residential District. More specifically, the proposal is to rezone one acre in the southwest corner of the parcel to R-1 Residential for future residential use. This proposal would make a permanent change to the zoning classification of the property.

The Land Use Administrator had previously mailed copies of the application, Land Use Administrator’s report, and aerial maps to the Commission and to the applicant.

Pete, Lois and Brooke Gombert explained the reason for wanting a new residential dwelling in this location. Brooke takes care of the storage units on the parcel and wishes to be closer to them. The Land Use Administrator discussed concerns with the access between the storage units instead of off Gombert Dr. and concerns the Board of Supervisors had with the proposal.

Commission member McElheny discussed concerns with the suitability of soils and costs of an alternative septic system. The Land Use Administrator discussed the current taxation of the parcel and how future changes could affect the tax class of the parcel. Land Use Administrator discussed spot zoning and the effects and definition of spot zoning.

Gombert’s added that there were 43 homes in the three subdivisions. They noted there were two lots for sale currently, not located within the subdivision, but adjacent to the subdivision and located along Gombert Dr. The Land Use Administrator indicated these would also be considered a pre-existing non-
conforming residential use within the Agricultural Zoning District and would be permitted with a Permitted Use application.

Commission member McElheny again addressed concerns with access to the residential parcel through a commercial area which presents challenges for emergency vehicles and is not a generally accepted practice. McElheny also noticed a high groundwater problem near Gombert Dr. and would not recommend rezoning unless an acceptable review was completed by Environmental Health. Separating the parcel for residential purposes contains arguments that being located next to agricultural land and commercial buildings would be an incompatible use and would be difficult to approve. He suggested the proposal for a possible farmland split within the ordinance and requiring access from Basham Lane and meeting all requirements within the zoning ordinance.

Motion by McElheny seconded by Stamp to close the public hearing at 6:34 p.m.

The Commission discussed the rezoning request and discussed options in which the Gombert’s could split and build a residential dwelling without rezoning. The only option for a split for residential purposes through the zoning ordinance is through a Farmland Split within Article V. Section 1. B 6. It was determined that the Gombert’s can meet the requirement for a farm since December 1, 2005 that contains a minimum of 42 or more contiguous acres. The property to be separated shall contain no less than two (2) acres and a width of 150 feet with access off Basham Lane only. After separation, the parent farm shall have forty (40) or more acres remaining. In doing this split, it could change the future tax class of the remaining parcel since the 5.38 acre parcel will no longer be contiguous to the farm ground. The tax class could change from Agricultural to Commercial according to the Assessor’s office. The Gombert’s need to determine whether the road association will allow another residential dwelling within the association and have access to the residential parcel off Gombert Dr. and to discuss whether the potential change in tax classification will affect their decision.

Motion by McElheny seconded by Lubben to table the rezoning request for 30 days for a parcel generally located at 9321 and 9319 Hwy 1, Anamosa, in Section 20 of Fairview Township, containing a total of 5.38 acres from the A-Agricultural District to the R-1 Residential District for future residential use.

Roll call vote.

McElheny – aye
Lubben – aye
Stamp – aye
Fay – aye

All aye. Motion carried.

The Gombert’s will need to work with the Land Use Administrator on a future proposal for a possible farmland split or the Planning & Zoning Commission may need to take action on the proposal at their October 14, 2014 meeting.
The Land Use Administrator updated the Commission on the proposed text amendment to be heard by the Board of Supervisors at a September 23, 2014 public hearing. The public hearing is scheduled for 10:00 a.m.

The Land Use Administrator updated the Commission on the previous and upcoming Board of Adjustment applications.

The Commission’s next meeting is scheduled for October 14, 2014 at 6:00 p.m. Any applications to be heard for this meeting, will need to be presented to the Land Use Administrator no later than September 24, 2014.

Motion made by Stamp seconded by Lubben to adjourn at 6:55 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes October 14, 2014 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Dave Lubben

Member absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Cindy Werling – applicant – 23578 Ridge Rd E-28, Anamosa

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay.

Motion made by Lubben seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the September 9, 2014 meeting. All aye. Motion carried.

Motion by Lubben seconded by McElheny to open the public hearing at 6:05 p.m. on a public hearing for preliminary and final plats for owners, Paul Shover and Scott and Cindy Werling, to subdivide a portion within the NE NW all in section 5 of Fairview Township containing approximately 3.80 acres and generally located at 23578 Ridge Rd E-28 into a two lot subdivision called Werling First Addition. The Land Use Administrator had previously mailed copies of the application, Land Use Administrator’s report, and aerial maps to the Commission and to the applicant.
The Land Use Administrator previously sent the Commission the preliminary and final plats and a subdivision variance request list. The discussion started with the applicant explaining the preliminary and final plats. The intention is to expand the current parcel (lot 2) that her house is on to include a septic leach field and to eventually build a new home on lot 1. The current house on lot 2 may be sold to her daughter. The Land Use Administrator reviewed the plats and compared them to the aerial GIS maps presented to the Commission. The Land Use Administrator reviewed the subdivision requirements and noted that they are requesting a variance to the following:

- **Variance to Section 5. Lot Uses, Setbacks and Size, of Article IV Subdivision Design of the Jones County Subdivision Ordinance.**
  - Lot 2 is less than the one acre minimum in the Residential District.
- **Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;**
  - The proposed subdivision does not contain two entrances.
  - The proposed subdivision does not contain a Road Association Agreement.
- **Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;**
  - There are no new interior streets.
- **Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.** Said variance to allow developer to submit the plan when construction begins on buildable Lot 1.

McElheny requested to update the variance to Section 7. Storm Water Pollution Prevention Plan to allow the developer to submit the plan 30 days prior to construction on buildable Lot 1.

Motion by Stamp seconded by Lubben to close the public hearing at 6:12 p.m.

Motion by McElheny seconded by Stamp to approve the preliminary and final plats for Werling First Addition to Jones County in section 5 of Fairview Township and send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for the requirements for lot size of lot 2, requirements for two access points in a subdivision, interior streets and the storm water pollution prevention plan.

Roll call vote:
McElheny – aye
Stamp – aye
Lubben – aye
Fay – aye

Commission discussed action to make a recommendation to the Board of Supervisors for application for Pierre and Lois Gombert for property in Section 20 of Fairview Township as heard at the September 9, 2014 meeting.

Motion by McElheny seconded by Lubben to table the rezoning request for an additional 30 days for a parcel generally located at 9321 and 9319 Hwy 1, Anamosa, in Section 20 of Fairview Township,
containing a total of 5.38 acres from the A-Agricultural District to the R-1 Residential District for future residential use.

All aye. Motion carried.

The Commission’s next meeting is scheduled for November 11, 2014 at 6:00 p.m. Any applications to be heard for this meeting, will need to be presented to the Land Use Administrator no later than October 22, 2014.

Motion made by Stamp seconded by Lubben to adjourn at 6:25 p.m. All aye. Motion carried.

2015 Meeting Minutes

Jones County Planning and Zoning Commission Meeting Minutes January 13, 2015 7:00 p.m.

Members present:
Tim Fay, Chairman
Jim McElheny
Keith Stamp
Lowell Tiedt

Member absent:
Dave Lubben

Staff present:
Michele Lubben, Jones County Land Use Administrator

The meeting was called to order at 7:00 p.m. by Chairman Tim Fay.

Motion made by Lowell Tiedt seconded by Jim McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by Keith Stamp seconded by Jim McElheny to approve the meeting minutes for the October 14, 2014 meeting. All aye. Motion carried.

Commission discussed action to make a recommendation to the Board of Supervisors on an application for Pierre and Lois Gombert for property in Section 20 of Fairview Township as heard at the September 9, 2014 meeting and tabled for thirty days. The Land Use Administrator reviewed the application with the Commission members. The Land Use Administrator reminded the Commission that the application was tabled for an additional 30 days at the October 14, 2014 meeting to give the applicant’s additional time and consideration. The Land Use Administrator did contact the applicant on January 13, 2015 via phone since no additional correspondence has been received on the application. The applicant indicated that they do wish to complete a farmland split for residential purposes following the criteria specified by the Planning and Zoning Commission at their September 9, 2014 meeting. Most likely, the farmland split application will be presented to the Land Use Administrator in the spring. The applicant
seemed to understand the rezoning application would be denied and the process would be continued according to the Jones County Zoning Ordinance.

Motion by Jim McElheny seconded by Keith Stamp to take the Gombert rezoning application off the table. All aye. Motion carried.

Motion by Jim McElheny seconded by Lowell Tiedt to deny the rezoning request for a parcel generally located at 9321 and 9319 Hwy 1, Anamosa, in Section 20 of Fairview Township, containing a total of 5.38 acres from the A-Agricultural District to the R-1 Residential District for future residential use because the residential use could be accomplished by completing a farmland split for residential purposes according to the Jones County Zoning Ordinance, the request does not conform to the Comprehensive Plan and the Commission recommends the parcel remain zoned for Agricultural use.

Roll call vote.
Jim McElheny – aye
Lowell Tiedt - aye
Keith Stamp – aye
Tim Fay - aye

All aye. Motion carried. The Land Use Administrator will present the recommendation to the Board of Supervisors at the next available meeting. According to the ordinance, the Board can then decide to set a public hearing on the request.

Next the Commission discussed the house and future pavilion for Camp Courageous located at 12081 and 12101 190th St., Monticello. The Land Use Administrator had 2014 aerial maps available for review. The Land Use Administrator did try to contact Charlie Becker from Camp Courageous, but he was out of the office. The Land Use Administrator was researching prior approvals or discussions with the Planning and Zoning Commission or Board of Adjustment. A general consensus was to possibly have Camp Courageous go before the Board of Adjustment as a special permitted use and to take a general inventory of land uses and structures. Future new structures would also be required to be approved by the Board of Adjustment.

The Commission discussed a 2015 Planning Program as submitted by Commission member Jim McElheny. It was discussed that updates to the ordinance could be addressed at one time during the year. Different items on the planning program were explained and can be addressed more in detail at future meetings.

The Commission’s next meeting is scheduled for February 10, 2015 at 6:00 p.m. Any applications to be heard for this meeting will need to be presented to the Land Use Administrator no later than January 21, 2015.

Motion made by Lowell Tiedt seconded by Jim McElheny to adjourn at 8:10 p.m. All aye. Motion carried.
Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Dave Lubben

Member absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay.

Motion made by Dave Lubben seconded by Keith Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Jim McElheny seconded by Dave Lubben to approve the meeting minutes for the January 13, 2015 meeting. All aye. Motion carried.

The Land Use Administrator updated the Commission on old business. The Gombert’s rezoning request was presented to the Board of Supervisors on February 3, 2015. The Board of Supervisors suggested that Gombert’s should withdrawal their rezoning request. The Land Use Administrator has sent both a written letter and spoke on the phone to Lois Gombert regarding this option.

Additional old business discussed was Camp Courageous. The Land Use Administrator spoke with Charlie Becker from Camp Courageous and they will be presenting an application for a Special Permitted Use to the Board of Adjustment at their next meeting on March 17, 2015.

The Commission discussed a 2015 Planning Program as submitted by Commission member Jim McElheny. The Land Use Administrator reviewed the package text amendments suggested. The Commission discussed at length the Agricultural Ordinance and text amendments within the Agricultural District. Updates discussed include removing redundancies within the Agricultural District referring to splitting off 2 acres, clarifying farmstead and farmland splits for residential purposes and possibly increasing the minimum acreage definition of a farm to 40 acres.

Other suggested text amendments include possible changes to the following:
1. Section XIX – PLANNING AND ZONING COMMISSION – add Site Plan Review
2. Section XX – BOARD OF ADJUSTMENT – amend “unnecessary hardship” with “practical difficulty” requirements.
3. Section XXI – PROCEDURE FOR VARIANCE - eliminate “exceptions” and add 2 year limit to complete work requiring the variance.

Next the Commission reviewed possible amendments to the Subdivision Ordinance including:
1. Add Minor Subdivisions
2. Add pre-existing platted subdivisions must meet the current requirements of the Department of Health and IDNR.
3. Add Certificate of Completion and As-Constructed Record Drawing requirements to improvements.
4. Amend procedures to include Minor Subdivisions

The Land Use Administrator will check with the Auditor regarding ordering a CD-ROM for a 2012 NRA Range Source Book to continue research on Shooting Ranges.

Commission member Jim McElheny prepared a Wind, Solar and Renewable Energy outline for a possible Ordinance amendment. It included an overview, goals and considerations. The Commission reviewed the proposal and agreed they would like input from the Board of Supervisors to whether they would be supportive of this type of addition to the ordinance.

Commission member Jim McElheny discussed the outline of the Highway 151 Corridor Land Use Study. The study included an overview, goals, stakeholders, public participation plan, workplan, outcome and deliverables. Again, the Commission reviewed the proposal and agreed they would like input from the Board of Supervisors to whether they would be supportive of this type of addition to the ordinance.

Commission member Keith Stamp left at 7:15 p.m.

The Commission tentatively set a joint meeting for May 12, 2015 with the Board of Supervisors and the Board of Adjustment.

The Commission’s next meeting is scheduled for March 10, 2015 at 6:00 p.m. Any applications to be heard for this meeting will need to be presented to the Land Use Administrator no later than February 18, 2015.

Motion made by Dave Lubben seconded by Jim McElheny to adjourn at 7:33 p.m. All aye. Motion carried.
The meeting was called to order at 6:14 p.m. by acting Chairman Jim McElheny.
Motion made by Stamp seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.
Motion by Lubben seconded by Stamp to approve the meeting minutes for the February 10, 2015 meeting. All aye. Motion carried.
Motion by Stamp seconded by Lubben to open the public hearing at 6:15 p.m. for a preliminary plat for developer Jason Gideon and owner, R & S Properties, to subdivide Parcel 2008-128 in SW NE in section 20 of Fairview Township containing approximately 6.44 acres and generally located at 9713 230th Ave., Anamosa into a two lot subdivision called Energy Consultants Group Addition. The Land Use Administrator had previously mailed copies of the application, aerial maps, and the preliminary plat to the Commission.
Surveyor Jeff Hutton explained the two lot subdivision. The north lot (lot 2) has an existing storage unit and commercial building on it. The remaining ground is currently pasture. The current owner will retain the north lot (lot 2). The south lot (lot 1) will be purchased by developer Jason Gideon. There are no plans for development at this time. According to Hutton, his intent is to increase his lot size since he lives in the house to the south located at 9635 230th Ave., Anamosa.
The Commission discussed the current zoning of the parcel. It is currently zoned Residential and the parcel is being taxed as Commercial. The Commission discussed rezoning the north lot (lot 2) to Commercial, however, felt the existing buildings were a pre-existing non-conforming use. If the Commercial use were to expand or change, it would require a change in the zoning classification.
Commission member Jim McElheny felt that all access for the subdivision should be from 230th Ave., not from County Rd. E-34. He also agreed that any change in land use for either parcel would require rezoning.

The Land Use Administrator reviewed the subdivision requirements and noted that they are requesting variances to the following:
• Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  o The proposed subdivision does not contain two entrances. Two access points could be obtained from 230th Ave. if needed, however no new development is expected.
  o The proposed subdivision does not contain a Road Association Agreement.
• Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  o There are no new interior streets.
• Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. Said variance to allow developer to submit a plan if development occurs on either lot 1 or lot 2.

Motion by Stamp seconded by Lubben to close the public hearing at 6:23 p.m.
Motion by Stamp seconded by Lubben to approve the preliminary plat for developer Jason Gideon and owner, R & S Properties, in section 20 of Fairview Township containing approximately 6.44 acres and generally located at 9713 230th Ave., Anamosa into a two lot subdivision called Energy Consultants Group Addition and send the Commission’s recommendation for approval to the Board of Supervisors for action, with variances to the Jones County Subdivision Ordinance to be considered for the
requirements for two access points in a subdivision, interior streets and the storm water pollution prevention plan. In addition, any change in land use may require a change to the current zoning classification.

Roll call vote:
Stamp – Aye
Lubben – Aye
McElheny – Aye

The Land Use Administrator will present the preliminary plat for consideration to the Board of Supervisors at their meeting on March 17, 2015.

The next meeting, if needed, will be on April 14, 2015 at 6:00 p.m. Applications for this meeting are due in the office of the Land Use Administrator no later than Wednesday, March 25, 2015.

Motion by Stamp seconded by Lubben to adjourn at 6:26 p.m.
The Land Use Administrator updated the Commission on an upcoming COZO (County Zoning) Conference she will be attending May 20-22, 2015 at the Honey Creek Resort in Appanoose County.

Lowell Tiedt arrived at 6:15 p.m. and applicant Darrell Reyner arrived at 6:20 p.m.

Motion by Lubben seconded by Tiedt to open the public hearing at 6:25 p.m. for a request from owner Darrell Reyner, to rezone parcels described as Parcel 2006-104 and 2006-186, both part of Government Lot 2 east of Hwy a and south of the County Road, in SE NE and NE SE Section 14 of Fairview Township, containing a total of 1.63 acres from the R-Residential District to the C-2 Highway Commercial District. More specifically, the proposal is to rezone the parcels that contain Scooters Bar and Grill located at 10537 Shaw Rd. to C-2 Highway Commercial. This proposal would make a permanent change to the zoning classification of the property. The Land Use Administrator had previously mailed copies of the application, aerial maps, written report and previous approvals to the Commission.

Darrell Reyner indicated that six months ago a new sign was purchased for the Scooter’s Bar and Grill. He was not aware of any county regulations pertaining to signs and he did check with the Iowa Department of Transportation (IDOT) regarding permitting the sign. The IDOT indicated to him they did not have any issues with the sign. Darrell indicated the sign is a 5 x 7 sign with a LED display. When checking with the county, the Land Use Administrator notified the applicant of the sign regulations and the zoning requirements within the county.

According to the current zoning map, this property is currently zoned as R-Residential. The sign regulations within the Residential District include one on premise sign not to exceed 24 square feet in area and not to exceed six (6) feet in height from the closest roadway surface elevation and shall be located in the front yard. The Land Use Administrator suggested instead of requesting a variance to the Residential requirements, it may be in the owners best interest to rezone the property to C-2 Highway Commercial to align it with its use, then either comply or request a variance to the C-2 Highway Commercial regulations.

The current signage for Scooter’s Bar and Grill exceeds the number of signs allowed within the C-2 Highway Commercial District. The current signage was approved by the Board of Adjustment in May 2007, allowing two wall signs (one on the south and one on the west side) and allowing a sign located on a monument/rock with low intensity lighting located near the intersection. The current signage would be permitted to continue as a pre-existing, non-conforming use until a change or abandonment. A new sign would be required to comply with the current zoning regulations.

Reyner indicates he has no additional plans for the property. The property is attempting to focus more on family dining rather than alcohol sales.

The Commission discussed the IDOT sign regulations for on-premise and off-premise signs in relation to setbacks from intersections. County regulations are the same as the IDOT off-premise sign regulation as it relates to intersections. No sign can be constructed within 100 feet in either direction of the intersection from the property lines. Reyner also discussed complying with the C-2 Highway Commercial regulations regarding the wall signs for Scooters. He mentioned removing the sign on the south side of the building. He has also removed the lighting from the monument/rock sign at the intersection and
mentioned that would be moved to another location on the property. The Commission agreed the monument/rock was a sign and it could not be located near the road.

Adjoining landowner Doug Ricklefs voiced concerns regarding noise from bands and the trespassing of snowmobiles.

Motion by McElheny seconded by Stamp to close the public hearing at 6:54 p.m.

Motion by McElheny seconded by Tiedt to approve the rezoning request subject to conforming to the sign regulations within the C-2 Highway Commercial District.

Roll call vote:
Tiedt - Aye
Stamp – Aye
Lubben – Aye
McElheny – Aye
Fay - Aye

All aye. Motion carried. The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on May 19, 2015. According to the ordinance, the Board can then decide to set a public hearing on the request.

The next meeting, if needed, will be on June 9, 2015 at 6:00 p.m. Applications for this meeting are due in the office of the Land Use Administrator no later than Wednesday, May 20, 2015.

Motion by McElheny seconded by Tiedt to adjourn at 7:10 p.m.
Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes as amended for the May 12, 2015 meeting. All aye. Motion carried.

Introductions of the Commission, staff and visitor took place.

Chairman Tim Fay allowed the visitor Philip Smith to discuss with the Board a situation that arose with his property. He recently received a letter from the Iowa Department of Transportation (IDOT) indicating that the sign for Walnut Acres is within the right-of-way of state Hwy 38. The sign was constructed in 1984 and he bought the property in 2007. The letter states the sign must be removed within 48 hours. He has spoken with the IDOT and has received an extension until July 24, 2015 to remove the sign from the right of way. He was looking for suggestions from the Planning and Zoning Commission whether it would be appropriate to rezone the property from R-Residential to C-2 Highway Commercial in order to make changes to the sign. The Commission was not opposed to the rezoning proposal which would align itself with it taxation class of Commercial. Philip also discussed the proposal of future changes to the sign ordinance which include increasing the sign area and height for C-2 Highway Commercial Districts and properties along primary Hwy 151. The Commission has not yet discussed these future changes.

Smith indicated he would be interested in rezoning and may request a special meeting. If a special meeting is required, the Commission decided to meet on June 23, 2015 at 4:30 p.m. if an application can be submitted to the Land Use Administrator by tomorrow, June 10, 2015.

The Commission discussed the proposed text amendments to Article XVI Sign Requirements. The Supervisors directed the Land Use Administrator at a May 19, 2015 Board of Supervisor meeting to review the regulations and propose to increase the height and size of signs along primary Hwy 151. The Supervisors also wished to review the setback distance from an intersection. Currently, a sign is prohibited within 100 ft. of the intersection from the property lines. The Board and County Engineer feel that a 100 ft. setback from the centerline of the public highway would not impede the sight distance at an intersection.

The Commission and Land Use Administrator continued to review the sign ordinance changes. Other changes include:

- A statement included with Section 3. A. 4. to indicate the digital and video signs are prohibited in the Agricultural, Residential and C-1 Commercial Districts.
- Adding the following to the Agricultural and C-1 Zoning Districts:

  Property with frontage to primary Highway 151 shall be allowed a sign not to exceed forty (40) square feet in area on each side, and not to exceed twelve feet (12) in the height of the sign or from the closest roadway surface elevation.

- Adding the following to C-2 Highway Commercial and Industrial Districts:

  Property with frontage to primary Highway 151 shall be allowed a sign not to exceed sixty-four (64) square feet in area on each side, and not to exceed fifteen
(15) feet in the height of the sign or from the closest roadway surface elevation.

- Also, minor changes to verbiage by adding the word “or” to indicate a sign can be either 6 feet in height “or” six (6) feet in height from the closest roadway surface elevation.

The Commission also reviewed whether to include primary highways such as 1, 38, 64, 136 and Business 151 within the proposed sign ordinance changes. It was determined they would like to recommend the changes only to primary Highway 151 at this time and will possibly look at the other highways in the future.

Motion by Stamp seconded by McElheny to send a recommendation of approval for the above text amendments to Article XVI Sign Requirements. The Commission suggests minor text clarifications, adding a Figure to describe the 100 ft. centerline setback from an intersection, and allowing the sign regulations to expand only on primary Hwy 151 (four lane highway only).

Roll call vote:
Stamp – Aye
McElheny – Aye
Fay - Aye

All aye. Motion carried.

The regularly scheduled meeting date would be July 14, 2015, however, this will need to be rescheduled due to a conflict.

Motion by Stamp seconded by McElheny to adjourn at 7:15 p.m.
The meeting was called to order at 3:00 p.m. by Chairman Tim Fay.

Motion made by Stamp seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the June 9, 2015 meeting. All aye. Motion carried.

Introductions of the Commission and staff took place. The Land Use Administrator instructed the visitors to sign in using the sign-in sheet and to state their name and address before speaking during the public hearing.

Motion by McElheny seconded by Stamp to open the public hearing at 3:03 p.m. for a request from owner and applicant Philip Smith, owner of Smith Family Campground to rezone a parcel described as Parcel 95-10 in South ½ Sections 15 and 16 of Lovell Township, containing a total of 65.86 acres from the R-Residential District to the C-2 Highway Commercial District. More specifically, the proposal is to rezone the parcel containing Walnut Acres Campground located at 22128 Hwy 38, Monticello to C-2 Highway Commercial. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Commission was mailed copies of the application, Land Use Administrator’s written report, and aerial map. The Land Use Administrator did not receive any verbal or written comments regarding the application.

Lowell Tiedt arrived at 3:07 p.m.

Philip Smith, owner and applicant indicated to the Commission that there will be no change in the use of the property. According to Smith, the best use for this property is a campground. The Iowa DOT has requested removal of his sign that is in the Hwy 38 right-of-way. He wants to replace or relocate a new sign for the business onto his property. The current zoning district is R-Residential which allows a sign area of 24 square feet. The proposed zoning district of C-2 Highway Commercial allows for a 32 square feet sign and also allows for multiple types and placement of signs (i.e. on the roof not to exceed 15 feet in height).

McElheny questioned Smith on flood events and how it affects the campground. Smith does have a formal written action plan in case of flood events. Smith did receive approval from the DNR for the pool that was added.
The Land Use Administrator recommended Smith to apply for a dual permit in case the new sign may disturb an area that may require DNR and county approval.

Motion by McElheny seconded by Lubben to close the public hearing at 3:12 p.m. All aye. Motion carried.

McElheny presented additional findings regarding the application. The property is in the regulated Flood Plain and as such, any changes, additions or modifications to the existing facilities shall comply with all Flood Plain requirements. Any and all non-compliant facilities shall be removed from the Flood Plain. The property is a pre-existing, long established use as a campground and recreation vehicle park and is compatible with the surrounding uses including the residential Walnut Acres Mobile Home Park. As such, we determine the use is consistent with and not in conflict with the intent of Article IX-Commercial Recreational Uses which applies only to Agricultural districts. Any future modifications, alterations or changes shall comply with the intent of Article IX, also. Lastly, the owner was reminded that the property is surrounded by the R-Residential District and as such the 50 ft. setback from commercial structures.

Motion by Lubben seconded by Stamp to send a recommendation for approval to the Board of Supervisors for the rezoning request from the R-Residential District to the C-2 Highway Commercial District.

Roll call vote:
Tiedt – Aye
Lubben - Aye
Stamp – Aye
McElheny – Aye
Fay - Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on July 21, 2015. According to the ordinance, the Board can then decide to set a public hearing on the request.

Motion by Tiedt seconded by Lubben to open the public hearing at 3:17 p.m. for a request from owner and applicant Ricky Ellison to rezone parcels described as Parcel 2001-169 and Parcel 2001-170 in NW SW and W ½ SW in Section 16 of Fairview Township, containing .77 and .39 acres from the R-Residential District to the C-1 Commercial District. More specifically, the proposal is to rezone parcels that contain the former Rainbow Supper Club located at 22962 County Rd E-34, and adjacent residential properties located at 22966 and 22968 County Rd E-34, Anamosa to C-1 Commercial. This proposal would make a permanent change to the zoning classification of the property.

The Commission was mailed copies of the application, Land Use Administrator’s written report, and aerial map. The Land Use Administrator did field many calls regarding the red zoning sign and inquiries on the property. No verbal comments were left with the Land Use Administrator. The Land Use Administrator did receive one written comments regarding the application.
The Commission was mailed copies of the application, Land Use Administrator’s written report, and aerial map.

Owner and applicant Rick Ellison discussed the improvements proposed for the former Rainbow Supper Club. He would like to add a minimum of two golf simulators within a new addition. He understands the addition must comply with a 30 feet setback for both property lines and the adjacent County Rd E-34. He indicated he will no longer include outdoor music as part of the improvements to the property. Several adjacent property owners expressed concern with noise levels of outdoor music. They are concerned their quiet neighborhood will be disturbed with loud music. Several other neighbors were concerned with traffic and design of the current road, business hours including alcohol sales, and property values. Several neighbors noted that there were places within the city limits of Anamosa that would be more compatible with a sports bar/restaurant. Ellison has discussed with the Jones County Engineer the possibility of lowering the speed limit through that area.

The Land Use Administrator discussed the zoning regulations pertaining to Article XI Non-conforming uses and the options presented to the applicant.

Motion by Tiedt seconded by Stamp to close the public hearing at 3:50 p.m. All aye. Motion carried.

The Board discussion included compatibility and the property’s long existing pre-existing use. McElheny recommended using conditional zoning for protection of adjoining property owners. A conditional zoning agreement would be required to be signed by the property owner before the public hearing with the Board of Supervisors. Conditional zoning agreements run with the land and would continue to be a condition with future owners. Conditions to add to a conditional zoning agreement discussed were:

1. No outdoor music or outdoor entertainment.
2. No alcohol sales after 12 a.m. (midnight).
3. Capacity of the establishment should not exceed 160 (which includes the future expansion)

Motion by McElheny seconded by Tiedt to send a recommendation to the Board of Supervisors for approval of the rezoning request subject to a conditional rezoning agreement with the above conditions to the C-1 Highway Commercial District.

Roll call vote:
Tiedt – Aye
Lubben - Aye
Stamp – Aye
McElheny – Aye
Fay - Aye
All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on July 21, 2015. According to the ordinance, the Board can then decide to set a public hearing on the request.

The Commission discussed the lot size requirement of two (2) acres in the Agricultural Zoning District for farmstead/farmland splits. Chairman Tim Fay discussed a proposal by surveyor Leo Bonifazi to reduce the minimum lot size within the A-Agricultural District to one (1) acre minimum. Generally, most Commission members were not in favor of the proposal, along with supervisor Jon Zirkelbach. No action was taken.

The Commission discussed Critical Resource designation specifically pertaining to Dutch Creek in Fairview Township. Chairman Tim Fay received information from Mark Robertson regarding protection of property, improving water quality and continued water monitoring for Dutch Creek in Fairview Township. Dutch Creek is already within the Critical Resource Overlay District within Article V of the Zoning Ordinance. The Land Use Administrator did provide a zoning map of Dutch Creek. The Land Use Administrator will discuss with the GIS Coordinator where Dutch Creek begins and what property Mark Robertson owns within that designated area. No action was taken.

Motion by Tiedt seconded by McElheny to appoint Tim Fay as Chairman for FY 15/16. The administrative rules were discussed, however no action was taken.

The regularly scheduled meeting date would be August 11, 2015 at 4:00 p.m.

Motion by Tiedt seconded by Lubben to adjourn at 4:35 p.m.

Jones County Planning and Zoning Commission Meeting Minutes September 8, 2015 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Dave Lubben

Member absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Robert Crozier, Anamosa Journal-Eureka
   Paul Elmegreen, Monticello Regional Airport Board
The meeting was called to order at 5:59 p.m. by Chairman Tim Fay.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the July 16, 2015 meeting. All aye. Motion carried.

Introductions of the Commission, staff and visitors took place.

Motion by McElheny seconded by Lubben to open the public hearing at 6:00 p.m. for a request from applicant and owner Mike Kraus, to rezone parcel 02 35 451 004 briefly described as Parcel A in SW SE Section 35 of Lovell Township and generally located at 14432, 14482 and 14342 190th St., Monticello IA from the A-Agricultural District to R-1 Residential District. All aye. Motion carried.

The Commission was mailed copies of the application, Land Use Administrator’s written report, aerial maps, previous approvals and legal description. The Land Use Administrator did not receive any verbal comments regarding the application. The Land Use Administrator did receive a formal written objection to the rezoning request from the City of Monticello Regional Airport Board.

Mike Kraus indicated he started this process over 15 years ago with a request to voluntarily annex into the City of Monticello. Kraus indicated he bought the property and added the first home before the airport was there. The Land Use Administrator explained that an opinion from the City Administrator Doug Herman was recently received formally opposing the rezoning request. Paul Elmegreen also distributed copies of the Iowa Airport Land Use Guidebook. The Land Use Administrator distributed copies of the formal written request and the guidebook to the Commission members.

Elmegreen and Savage discussed the history of the airport and previous discussions with the county and relocation of the airport in 1990-1991. In the future, the airport would like to expand the airport runway to 5,500 feet by lengthening the runway and approach area to accommodate jets. As a condition to protect the airport for accepting federal grant money, the Airport Board must oppose the rezoning request.

Motion by Lubben seconded by Stamp to close the public hearing at 6:23 p.m. All aye. Motion carried.
Discussion by the Commission took place. McElheny presented the following Findings of Fact:

1. This is an example of three single family dwelling units on one parcel. Which is why our current ordinance states one dwelling per parcel is allowed.
2. Two dwelling units were pre-existing and one was granted via variance/special exemption.
3. Jones County enacted the current Jones County Zoning Ordinance in April 2007.
4. In 2001 there was no objection from the City of Monticello or the Airport regarding the third dwelling unit. Only required a FAA determination which was given and then allowed.
5. Currently, the City and the Airport Board formally object to the rezoning application.
6. Parcel is within the two mile limit of the City of Monticello.
7. A subdivision of less than two acre lots will only be allowed if rezoned to Residential.
8. Rezoning will not impact the future expansion of the City of Monticello/Monticello Regional Airport.
9. The only remedy for the non-conforming use is to remove two dwelling units.
10. The Airport/City of Monticello has not approached the applicant regarding an acquisition or negative easement.

Motion by McElheny seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the A-Agricultural District to the R-Residential District. A deed restriction shall be placed upon the affected properties which include no additional development permitted unless provided within the Jones County Zoning Ordinance. It is the responsibility of the owners to apply the deed restriction.

Roll call vote:

Lubben - Aye
Stamp - Aye
McElheny - Aye
Fay - Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on September 15, 2015. According to the ordinance, the Board can then decide to set a public hearing on the request.

Next item on the agenda is to take action on the preliminary and final plats for Southern Meadows East and Southern Meadows West subdivisions for the City of Cascade owned by Lammers Properties and Matthew Hosch. Motion by McElheny seconded by Lubben to open the public hearing for the Southern Meadows East and Southern Meadows West subdivisions at 6:30 p.m. Adam Mueller explained the reason for the subdivision was in order to establish legal descriptions for the future City of Cascade Wastewater Treatment Facility and eventually the City of Cascade will annex that portion into the City of Cascade. The City is working with the Iowa DNR and Core of Engineers on the project. The plant will be an aeromod facility similar to the City of Anamosa.
The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- Flood plain requirements found in Section 4 Article IV, Subdivision Design.
- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Section 2, Article V Minimum Improvements.
- No interior street standards as indicated in Section 3, Article V, Minimum Improvements.

Motion by Stamp seconded by Lubben to close the public hearing at 6:54 p.m. Motion by McElheny seconded by Lubben to approve the preliminary and final plats for the Southern Meadows East and Southern Meadows West subdivisions in section 6 of Washington Township and send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for the requirements for flood plain requirements, requirements for two access points in a subdivision, and interior streets.

Roll call vote:
McElheny – Aye
Stamp – Aye
Lubben- Aye
Fay - Aye

All aye. Motion carried.

Next item on the agenda is to take action on the preliminary and final plats for the Lorenz Second Addition subdivision owned Louise Lorenz in Section 17 of Fairview Township. Motion by McElheny seconded by Lubben to open the public hearing at 6:57 p.m. The Land Use Administrator discussed the preliminary and final plats explaining that the new owner of lot 1 Lorenz First Addition (John Ward) is interested in purchasing an additional .54 acre from Louise Lorenz to gain access to the north/northeast portion of his property. The waterway prevents him from access and the additional land would allow him access to his property. A two lot subdivision is proposed with the currently house to be on Lot 1 and the .54 acre will be on a non-buildable Outlot A. A review of the requirements within the ordinance were outlined and the following variances were noted:

- Section 5, Lot uses, size and setbacks – Outlot A is less than the minimum number of acres within the R-Residential District.
- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. This private drive is established and no improvements are expected.
- The interior street is a private drive and no improvements are expected. Chapter 4, Article V Section 3.
- Section 7. Storm Water Pollution Prevention Plan.
Motion by McElheny seconded by Stamp to close the public hearing at 7:02 p.m. Motion made by McElheny seconded by Lubben to approve the preliminary and final plats for Lorenz Second Addition in section 17 of Fairview Township and to send a recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for the requirements for minimum lot size, two access points in a subdivision and interior streets. Roll call vote.

McElheny – Aye
Stamp – Aye
Lubben – Aye
Fay – Aye
All aye. Motion carried.

The Commission discussed Critical Resource designation specifically pertaining to Dutch Creek in Fairview Township. Chairman Tim Fay is looking to protect the watershed by extending the critical resource overlay district beyond the 100 year flood plain. The Critical Resource Overlay District would encompass a broader area, and would need to have an area that can be legally described to explain the properties that are affected. Currently, the overlay district only covers property in which the body of water is adjoining the property. Tim Fay will continue to research and bring back more information to the Commission. The Land Use Administrator will send a pdf version of the Critical Resource District article via email to several members requesting it. No action was taken.

The administrative rules were discussed, and a motion was presented by Lubben and seconded by Stamp to adopt the administrative rules as presented with the addition of the Ethics paragraph. All aye. Motion carried.

The regularly scheduled meeting date would be October 13, 2015 at 6:00 p.m. McElheny will not be present at the next meeting.

Motion by McElheny seconded by Lubben to adjourn at 7:20 p.m.
The meeting was called to order at 5:55 p.m. by Chairman Tim Fay.

Motion made by Lubben seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by Stamp to approve the meeting minutes for the September 8, 2015 meeting. All aye. Motion carried.

Motion by Lubben seconded by Stamp to open the public hearing at 6:01 p.m. for a preliminary and final plat request from applicant and owner Mike Kraus, to subdivide parcel 02 35 451 004 briefly described as Parcel A in SW SE Section 35 of Lovell Township and generally located at 14432, 14482 and 14342 190th St., Monticello into three lots. All aye. Motion carried.

The Commission was mailed copies of the application, copies of the preliminary and final plats, and the descriptions for the well and septic for each lot.

The Land Use Administrator reviewed the subdivision requirements and noted that they are requesting variances to the following:

- Variance to Section 6. Location, of Article IV, Subdivision Design of the Jones County Subdivision Ordinance
  - The entrance of the subdivision is approximately ¾ mile from a hard surfaced road.
- Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - The proposed subdivision does not contain a Road Association Agreement or any interior roads.
- Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - There are no new interior streets.
- Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. There is no development expected on any lots.

Motion by Lubben seconded by Stamp to close the public hearing at 6:08 p.m. All aye. Motion carried.

Motion by Lubben seconded by Stamp to approve the preliminary and final plats for the B & L Addition to Jones County, for owners Mike and Emily Kraus, in section 35 of Lovell Township containing approximately 3.7 acres and generally located at 14342, 14432 and 14482 190th St., Monticello into a three lot subdivision called B & L Addition to Jones County and to send the Commission’s recommendation for approval to the Board of Supervisors for action, with variances to the Jones County
Subdivision Ordinance to be considered for the requirements for location, road width, road association agreement, interior streets and the storm water pollution prevention plan.

Roll call vote:

Lubben - Aye
Stamp - Aye
Fay - Aye

All aye. Motion carried.

The Land Use Administrator will present the preliminary and final plats for consideration to the Board of Supervisors once all attachments to the final plat are submitted.

The Commission did discuss the requirements of a Farmstead split according to Section 1.B.6., Article V. of the Jones County Zoning Ordinance. One of those requirements is lot frontage of 150 feet. The Land Use Administrator presented an aerial map of a property located at 10698 130th Ave., Center Junction. This property is an example of where a farmstead split could not be approved unless the property owner would take 150 feet of the corn field with the drive and follow along an approximate ½ mile lane back to the house and farm buildings. The Land Use Administrator explained that previous requests for variances to the 150 feet frontage requirement have been granted by the Board of Adjustment. The Commission agreed that a change could be presented at a future meeting to remove the frontage requirement within Section 1.B.6.e. of Article V.

The Commission discussed the former City of Center Junction and how to incorporate the area into the Jones County Zoning Map and Ordinance. The Land Use Administrator discussed incorporating the former City of Center Junction into the unincorporated villages of Jones County portion of the Ordinance. The Land Use Administrator will continue to research and present information to the Commission next month on whether to pursue zoning individual parcels to their appropriate designation (i.e. commercial, residential, agricultural). The Commission agreed to update the ordinance with a text amendment to include the former City of Center Junction as an unincorporated village.

Tim Fay updated the Commission on the Critical Resource designation specifically pertaining to Dutch Creek in Fairview Township. Tim passed out NRCS maps of the watersheds within Jones County. The Commission reviewed the watersheds and Tim Fay will continue researching the Critical Resource information. No action was taken.

The next regularly scheduled meeting date would be November 10, 2015 at 6:00 p.m.

Motion by Stamp seconded by Lubben to adjourn at 6:45 p.m.
Members present:
  - Tim Fay, Chairman
  - Keith Stamp
  - Dave Lubben
  - Jim McElheny

Member absent:
  - Lowell Tiedt

Staff present:
  - Michele Lubben, Jones County Land Use Administrator

Visitors present:
  - Jim Johnson, Anamosa Journal-Eureka
  - Jon Zirkelbach, Jones County Supervisor

The meeting was called to order at 5:58 p.m. by Chairman Tim Fay.

Motion made by Lubben seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by Stamp to approve the meeting minutes for the October 13, 2015 meeting. All aye. Motion carried.

The Commission discussed the former City of Center Junction and how to incorporate the area into the Jones County Zoning Map and Ordinance. The Land Use Administrator discussed incorporating the former City of Center Junction into the unincorporated villages of Jones County portion of the Ordinance. The Land Use Administrator presented information to the Planning & Zoning Commission to update Article III Definitions YYYY. Unincorporated Village to include Center Junction and any other cities that become unincorporated in the future. In addition to the text amendments, the zoning map would be updated to reflect zoning for the former city and update the verbiage of the unincorporated villages on the map to include Center Junction to reflect the below:

F. Platted Unincorporated Villages of Jones County:
1. Amber, as per the recorded plats named: Blue Cut; First Addition to Blue Cut.
2. Canton, as per the recorded plat named: Canton.
3. Center Junction, as per the recorded plats named: Original Town (also known as the Plat of Center Junction); Ostrander's Addition.
4. Fairview, as per the recorded plats named: Fairview; Addition to Fairview (also known as Baker & Sandusky's Addition); Wilcox's Addition to the Town of Fairview.
5. Hale, as per the recorded plats named: Hale Village; Preston's Addition to Hale.
6. Langworthy, as per the recorded plats named: Langworthy; Preservation Acres.
7. Oxford Mills, as per the recorded plats named: Oxford; Francis Lathrop's Addition to Oxford Mills; Milo Lathrop's Addition to Oxford; S.F. McDonald's 1st Addition to the Town of Oxford.
8. Scotch Grove, as per the recorded plat named: Scotch Grove.
The Commission reviewed a map prepared by the Jones County GIS department. The map listed ownership and parcel information on an aerial map with an overlay of the taxing district. The Commission reviewed individual parcels and discussed zoning the unincorporated village. The Commission decided to update the zoning to reflect the individual parcels taxation instead of zoning with a blanket residential or agricultural zoning designation. The Commission agreed the zoning changes reflected on the map would be the map to be presented at the Center Junction public hearing.

Motion by Lubben seconded by Stamp to hold a public hearing at the Center Junction Community Building on January 12, 2016 at 6:00 p.m. for the text and map amendments as presented and reviewed by the Commission. The Land Use Administrator will contact the Madison Township Trustee Ron Andreesen to reserve the Community Room.

Roll call vote:
Jim McElheny – aye
Keith Stamp – aye
Dave Lubben – aye
Tim Fay - aye
All aye. Motion carried.

The Commission did discuss the requirements of a Farmstead split according to Article V. Section 1.B.6.e., of the Jones County Zoning Ordinance. One of those requirements is lot frontage of 150 feet. The Land Use Administrator explained that previous requests for variances to the 150 feet frontage requirement have been granted by the Board of Adjustment. The Commission reviewed text amendments prepared by the Land Use Administrator as discussed in the previous meeting. The text amendments remove duplicated language pertaining to farmstead and farmland splits and also removes the word “frontage” from Article V. Section 1. 6. e. Motion by Stamp seconded by McElheny to hold a public hearing on January 12, 2016 at 6:15 p.m. for the proposed text amendments.

Supervisor Zirkelbach suggested presenting a Zoning 101 fact sheet with the zoning public hearing for Center Junction. He also mentioned posting an agenda for that meeting at the co-op in Center Junction. McElheny said he would prepare a Zoning 101 Q & A for the January meeting and the Land Use Administrator will send the agenda to Sandy Ricklefs at the co-op.

The next regularly scheduled meeting date would be January 12, 2016 at 6:00 p.m. at the Center Junction Community Building.

Motion by Stamp seconded by Lubben to adjourn at 6:45 p.m.
016 Meeting Minutes

Jones County Planning and Zoning Commission  Meeting Minutes  January 12, 2016 6:00 p.m.

Members present:
  Tim Fay, Chairman
  Keith Stamp
  Dave Lubben
  Jim McElheny
  Lowell Tiedt as indicated

Members absent:
  None

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Robert Gray - 10712 Main St., Center Junction
  Henry Poppe - 12643 Holmes St., Center Junction
  Vern and Sandy Ricklefs – 12597 Prospect St., Center Junction
  Sharon Ricklefs – 10638 1st St., Center Junction
  David Leytem – 12607 Prospect St., Center Junction
  Tom Stingley – 12589 105th Ave., Center Junction
  Christine Thompson – 12589 105th Ave., Center Junction
  Jon Zirkelbach, Jones County Supervisor
  Ned Rohwedder, Jones County Supervisor
  Joe Oswald, Jones County Supervisor
  Patrick Callahan, Jones County Supervisor

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay. Introductions of the Commission, staff and visitors took place.

Motion made by Stamp seconded by McElheny to approve the revised agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the November 10, 2015 meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing at 6:05 p.m. to amend the Jones County Zoning Ordinance, Comprehensive Plan and Zoning Map to include the zoning classification for properties within the former corporate limits of the city of Center Junction. The change will consist of text and map amendments. All aye. Motion carried.

The Land Use Administrator gave a brief overview of the proposal and indicated there have been no verbal or written comments filed. Colored maps depicting the zoning classifications of properties were available for the public to view during the meeting. An amendment was suggested to change the zoning
classification of a property located north of the intersection of S. Midland St. and St. Paul St. with an E911 address of 10702 S. Midland St. owned by Thomas D. Stingley from the R-Residential district to the A-Agricultural District. The intent is to keep the farmhouse located on the parcel intact with the adjacent farm ground for zoning purposes. There were no other zoning changes requested to the map presented.

Text amendments with the proposal include updating Article III Definitions YYYY. Unincorporated Village to include Center Junction and any other cities that become unincorporated in the future. In addition to the text amendments, the zoning map would be updated to reflect zoning for the former city and update the verbiage of the unincorporated villages on the map to include Center Junction to reflect the below:

F. Platted Unincorporated Villages of Jones County:
1. Amber, as per the recorded plats named: Blue Cut; First Addition to Blue Cut.
2. Canton, as per the recorded plat named: Canton.
3. Center Junction, as per the recorded plats named: Original Town (also known as the Plat of Center Junction); Ostrander's Addition.
4. Fairview, as per the recorded plats named: Fairview; Addition to Fairview (also known as Baker & Sandusky's Addition); Wilcox's Addition to the Town of Fairview.
5. Hale, as per the recorded plats named: Hale Village; Preston's Addition to Hale.
6. Langworthy, as per the recorded plats named: Langworthy; Preservation Acres.
7. Oxford Mills, as per the recorded plats named: Oxford; Francis Lathrop's Addition to Oxford Mills; Milo Lathrop's Addition to Oxford; S.F. McDonald's 1st Addition to the Town of Oxford.
8. Scotch Grove, as per the recorded plat named: Scotch Grove.

Motion by Stamp seconded by Lubben to close the public hearing at 6:17 p.m. All aye. Motion carried.

Commission member Jim McElheny reviewed the following Findings of Fact.

FINDINGS OF FACT

JONES COUNTY COMPREHENSIVE PLAN AMENDMENT – CENTER JUNCTION

1. Center Junction is formerly an incorporated city in Jones County, Iowa that has been disbanded and has become part of the unincorporated portion of the County.
2. Center Junction has never had a comprehensive plan, master plan, zoning ordinances or subdivision regulations.
3. The purpose of this action is to bring Center Junction into compliance with the unincorporated County plan and ordinances.
4. The Planning and Zoning Commission has examined the existing land uses and recommends creating Agricultural, Residential, C-1 Commercial, C-2 Commercial, I-2 Heavy Industry and Public zoning districts, consistent with the existing uses and current zoning ordinances.
5. A Public Hearing was held by the Planning and Zoning Commission to solicit public comment regarding the recommendations. Further hearings will be held by the Board of Supervisors regarding the recommendations.
6. Existing uses will be “grandfathered in,” as is, excepting such variances to the ordinances as may exist. Proposed future uses will be subject to the prevailing ordinances, for example, residential
lots will be 1 acre net and agricultural parcels of less than 40 net acres cannot be subdivided for residential use.

7. The Iowa Smart Planning Principals and Elements have been examined and incorporated as part of this process.

Moved by McElheny seconded by Lubben to send a recommendation for approval to the Board of Supervisors to amend the Jones County Comprehensive Plan and Jones County Zoning Ordinance and Map to include the zoning classifications for properties within the former corporate limits of the city of Center Junction as amended.

McElheny – Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried. Commission member Lowell Tiedt arrived at 6:25 p.m.

The Land Use Administrator will present the recommendation to the Board of Supervisors at their January 19, 2016 meeting and request a public hearing to be set.

Moved by Tiedt seconded by McElheny to open the public hearing at 6:30 p.m. for text amendments to remove duplicated language and frontage requirements within Article V. Section 1.B.6.e. All aye. Motion carried.

The Land Use Administrator gave a brief background of the text changes. There has been no written or verbal comments received on the proposal.

Motion by McElheny seconded by Stamp to close the public hearing at 6:39 p.m. All aye. Motion carried.

Moved by McElheny seconded by Tiedt to send a recommendation for approval to the Board of Supervisors for text amendments to remove duplicated language and frontage requirements within Article V. Section 1. B.6.e.

McElheny – Aye
Stamp – Aye
Lubben – Aye
Tiedt – Aye
Fay - Aye

All aye. Motion carried.

The Land Use Administrator will present the recommendation to the Board of Supervisors at their January 19, 2016 meeting and request a public hearing to be set.

The Commission discussed planning objectives for 2016. The Land Use Administrator explained a possible collaboration with a UNI Regional Analysis and Planning class to research the Hwy 151 Corridor within Jones County. Commission member Keith Stamp recently contacted Alex Oberle with the UNI
Geography Department who expressed an interest in having five students work on a research project regarding planned development along the Hwy 151 Corridor through Jones County. The Land Use Administrator also reviewed the 2016 Planning Objectives worksheet and gave a brief overview of each item.

Motion by McElheny seconded by Stamp to have the Land Use Administrator initiate contact with the UNI Geography Department for a possible research project regarding planned development along the Hwy 151 Corridor through Jones County.

McElheny – Aye
Stamp – Aye
Lubben – Aye
Tiedt – Aye
Fay – Aye

All aye. Motion carried.

Next meeting will be on February 9, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse.

Motion by Tiedt seconded by Stamp to adjourn the meeting at 7:15 p.m.

Jones County Planning and Zoning Commission Meeting Minutes February 9, 2016 6:00 p.m.

Members present:
Tim Fay, Chairman
Keith Stamp
Jim McElheny

Members absent:
Dave Lubben
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
None

The meeting was called to order at 5:57 p.m. by Chairman Tim Fay.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the January 12, 2016 meeting. All aye. Motion carried.

The Land Use Administrator gave an update on the collaboration with a UNI Regional Analysis and Planning class to research the Hwy 151 Corridor within Jones County. The Land Use Administrator is in
contact with Alex Oberle with UNI and will be meet with him on February 17, 2016 to discuss the project further. The Commission discussed possible outcomes and goals for the project.

The Commission agreed to focus on the Hwy 151 Corridor Study for now and not to pursue additional planning objectives at this time.

The Land Use Administrator reviewed several land use inquiries with the Commission, gave an update on the February 16, 2016 Board of Supervisors public hearing on the text and map amendments proposed in Center Junction on January 12, 2016, a Board of Supervisors public hearing on a proposed confinement facility located in Section 11 of Hale Township to take place on February 16, 2016 at 9:30 a.m., and an upcoming Board of Adjustment meeting to take place on February 16, 2016 at 4:00 p.m.

Next meeting will be on March 8, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse.

Motion by McElheny seconded by Stamp to adjourn the meeting at 7:05 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes March 8, 2016 7:00 p.m.

Members present:
   Tim Fay, Chairman
   Dave Lubben
   Lowell Tiedt

Members absent:
   Keith Stamp
   Jim McElheny

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Jason Gideon – applicant- 9635 230th Ave., Anamosa
   Darwin Coleman – 23259 Fairview Rd., Anamosa
   Andy Peters – 23381 County Rd E-34, Anamosa

The meeting was called to order at 6:55 p.m. by Chairman Tim Fay.

Motion made by Lubben seconded by Tiedt to approve the agenda to the meeting. All aye. Motion carried.

Motion by Tiedt seconded by Lubben to approve the meeting minutes for the February 9, 2016 meeting. All aye. Motion carried.

The Land Use Administrator gave an update on the collaboration with a UNI Regional Analysis and Planning class to research the Hwy 151 Corridor within Jones County. The students will travel to Jones County on March 25, 2016 and April 9, 2016. They will focus on GIS and mapping Hwy 151 through Jones County.
Motion by Lubben seconded by Tiedt to open the public hearing at 7:00 p.m. The public hearing is on a request from owner Jason Gideon, to rezone a parcel described as Lot 1 Energy Consultants Group Addition, in SW NE Section 20 of Fairview Township and generally located at 9663 230th Ave., Anamosa, containing a total of 4.01 acres from the R-Residential District to the C-1 Commercial District. This proposal would make a permanent change to the zoning classification of the property.

Applicant Jason Gideon explained the proposed development. The development will contain five buildings, parking areas, a pond, and two silt ponds. The development will use sustainable and energy efficient construction. The buildings will be general warehouse metal building construction that can be partitioned for specific square footage. The west end building will be dedicated to Jason Gideon’s business Energy Consultant’s Group. The pond will be 18 feet deep and serve as a water detention pond. Jason discussed the specifics of the pond and its purpose. Silt ponds will help with storm water sediment. The Land Use Administrator reviewed the comments from the Jones County Engineer, Environmental Services, Flood Plain Coordinator, and NRCS Soil Conservationist. The Land Use Administrator discussed the required 30’ setback from all property lines. The applicant is aware of the required 30’ setback. The County Engineer has a required 30’ setback from the road right-of-way along a county road and any commercial property is required to maintain a 30’ setback from adjacent residential properties. A DNR Storm Water Management Plan was discussed. It is recommended by both the Environmental Services department and the Land Use Administrator that a Storm Water Management Plan be obtained through the IDNR.

Darwin Coleman owns property to the northwest of the property. The property currently is in prairie grass and pasture which helps absorb storm water. The storm water drains from his property onto the Gideon property.

Neighbor Andy Peters voiced concern whether it was safe to disturb the soil because of previous concerns with sewage discharge before the Fairview Sewer system was installed. Applicant Jason Gideon indicated soil borings have been taken from the property for the project to determine the compatibility for the ponds and stabilization and it does not appear to be any indication of inadequate soils. Andy Peters was also concerned with the well. Currently a well is shared between the two residential properties. It was discussed that Environmental Services is requiring a public well be installed and will need to be permitted through the DNR.

Gideon noted that solar arrays will be on the rooftops of the proposed buildings. The buildings will be built as “shells” and can be custom fit for each business by partitioning of the square footage required for the business. The Land Use Administrator reviewed the permitted uses within the C-1 Commercial District and discussed the definition of “Industry”. Gideon understands the difference between industrial and commercial and does not intend to have any processing, fabrication, assembly, treatment, packaging or engage in warehousing, distribution, wholesale trade or catalogue sales.

Motion by Lubben seconded by Tiedt to close the public hearing at 7:25 p.m.

Motion by Tiedt seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the R-Residential District to the C-1 Commercial District.

Roll call vote:
Tiedt – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on March 22, 2015. According to the ordinance, the Board can then decide to set a public hearing on the request.

Next meeting will be on April 12, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse.

Motion by Tiedt seconded by Lubben to adjourn the meeting at 8:05 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes April 12, 2016 7:00 p.m.

Members present:
Tim Fay, Chairman
Dave Lubben
Keith Stamp

Members absent:
Jim McElheny
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Bob and Sue Hines – 21859 Business Hwy 151, Monticello
Dave Arduser – 14696 Richland Rd., Monticello
Rob Kremer – applicant and part owner Accent Construction

The meeting was called to order at 7:00 p.m. by Chairman Tim Fay.

Motion made by Lubben seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the March 8, 2016 meeting. All aye. Motion carried.

Motion by Lubben seconded by Stamp to open the public hearing at 7:02 p.m. The public hearing is for a request from contract owner Accent Construction, to rezone a parcel generally located at 14714 Richland Rd., Monticello and legally described in document 2015-1326, in NW ¼ Section 23 of Lovell Township, containing approximately one (1) acre from the R-Residential District to the C-1 Commercial District. The application indicates the intention to rebuild and reopen the former Wagon Wheel Supper Club. This proposal would make a permanent change to the zoning classification of the property.
Rob Kremer explained the demand from others to reopen the former Wagon Wheel restaurant that burned down several years ago. Kremer has been working with the Environmental Services department and the Manchester DNR office regarding the public well and the separation distance from the septic system.

Two neighbors were present and had no objections to the proposal. Permitted uses within the C-1 Commercial District were discussed and differences between the C-1 Commercial District and C-2 Highway Commercial District.

The Commission and applicant discussed alternatives if the property was rezoned and the restaurant does not open. Other permitted uses within the C-1 Commercial District would be allowed. The C-1 Commercial District is generally low intensity uses, low number of employees and low traffic generators. If a proposed use not listed within the district, it is suggested that the applicant present the use to the Planning & Zoning Commission to confirm that the use is of the same general character as those listed above and will not be detrimental to the district in which they are located.

Motion by Stamp seconded by Lubben to close the public hearing at 7:20 p.m.

Motion by Stamp seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the R-Residential District to the C-1 Commercial District.

Roll call vote:
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on April 26, 2016. According to the ordinance, the Board can then decide to set a public hearing on the request.

The Land Use Administrator gave an update on the collaboration with a UNI Regional Analysis and Planning class to research the Hwy 151 Corridor within Jones County. The students traveled to Jones County on March 25, 2016 and did their field work. They will provide an update to the Land Use Administrator on April 15, 2016.

Next meeting will be on May 10, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse.

Motion by Stamp seconded by Lubben to adjourn the meeting at 7:45 p.m. All aye. Motion carried.
The meeting was called to order at 5:57 p.m. by Chairman Tim Fay.

Introductions of the visitors, Commission and staff took place.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by Stamp to approve the meeting minutes for the April 12, 2016 meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing at 6:00 p.m. The public hearing is for a request from applicant, Jones County Secondary Roads Department and owner G. Joseph Smith, to rezone a portion of a parcel legally described as Parcel 2001-160 in section 16 of Lovell Township generally located at 22700 River Rd., Monticello, containing approximately 2.14 acres from the A-Agricultural Zoning District to the P-Public Zoning District. This request is for a future satellite shop for equipment and coordination of resources in the northwest quadrant of Jones County. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

Jones County Engineer Derek Snead was present to provide information regarding the project. The facility will have two operators and store motor graders and/or loaders and a county pickup. The current facility is located within the city limits of Monticello so it does not work well to get the large county trucks in and around city streets. This location has good access to Hwy 38 and Hwy 151. Traffic volumes would be minimal other than the two employees traveling there each day. The proposed building is a 50 ft. x 100 ft. clear span building with access off of River Road. The Secondary Road
department has already done some tree clearing and added silt fences in preparation of the new building. The Land Use Administrator verified all adjoining landowners received their certified letters. No verbal or written comments were received on the application. Chairman Tim Fay explained Article XV Lighting Requirements.

Motion by McElheny seconded by Lubben to close the public hearing at 6:08 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the A-Agricultural Zoning District to the P-Public Zoning District.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on May 17, 2016. According to the ordinance, the Board can then decide to set a public hearing on the request.

The Engineer will have the red rezoning sign delivered to the office.

Motion by Stamp seconded by Lubben to open the next public hearing at 6:09 p.m. for applicant, Ryan Schockemoehl and owner John Rogers, to rezone parcels legally described as the SW NW excepting Parcel 2004-49 and NW SW Section 5 of Washington Township, generally located just south of 24228 Riverview Rd., Cascade, containing approximately 74.37 acres from the R-Residential District to the A-Agricultural Zoning District. The application indicates a possible 3.75 acre split for construction of a building and greenhouse for a wholesale nursery.

The Land Use Administrator gave an update on the proposal and information on why the rezoning request is going from the R-Residential Zoning District to the A-Agricultural Zoning District was because a wholesale nursery/greenhouse is not a permitted or special permitted use within the Residential District. A wholesale nursery is permitted within the Agricultural Zoning District. The applicant is proposing to build a structure and a greenhouse. The nursery/greenhouse will receive deliveries approximately once a month. They have 4 employees, but will leave to go to the job sites. There may be additional 3-4 vehicles per day for traffic. The Land Use Administrator verified all adjoining landowners received their certified letters. No verbal or written comments were received on the application. One call was received by Rodney Coohey with some concerns, however, no formal comments were left for the Land Use Administrator.

The Land Use Administrator discussed the possibility of also including the 18.7 acre parcel to the south legally described as Parcel 2008-07 generally located at 24058 Riverview Rd., Cascade in the rezoning consideration. After discussion, it was determined that the owners would like to have that parcel remain as Residential. Chairman Tim Fay explained Article XV Lighting Requirements.
Motion by McElheny seconded by Stamp at 6:24 p.m. to close the public hearing. All aye. Motion carried.

Motion by McElheny seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the R-Residential District to the A-Agricultural Zoning District.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on May 17, 2016. According to the ordinance, the Board can then decide to set a public hearing on the request.

The applicant returned the red zoning sign to the office.

Motion by McElheny seconded by Stamp to open the public hearing at 6:25 p.m. for owner, Rogers Concrete Construction Inc., to rezone a parcel described as Parcel 2001-113 & Parcel 2003-01 in NW W of Rd section 16 of Fairview Township generally located at 22802 County Rd. E-34, Anamosa, containing a total of 3.19 acres from the R-Residential District to the C-1 Commercial District. This request is for a future new office for the Rogers Concrete business.

The Land Use Administrator discussed the pre-existing, non-conforming use and a previous land use approval in 2001. The use is established and is currently being taxed as Commercial. The Commission and representative discussed the requirements by the Jones County Environmental Health department to bring previous septic issues up to code by July 1, 2016 by installing a new septic system and connecting the existing shop buildings with the new septic system. The applicant is aware of the condition. The Land Use Administrator verified all adjoining landowners received their certified letters. No verbal or written comments were received on the application. Chairman Tim Fay explained Article XV Lighting Requirements.

Motion by McElheny seconded by Lubben to close the public hearing at 6:35 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to send a recommendation for approval to the Board of Supervisors for the rezoning request from the R-Residential District to the C-1 Commercial Zoning District.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors at their meeting on May 17, 2016. According to the ordinance, the Board can then decide to set a public hearing on the request.

The applicant will need to return the red zoning sign to the office.

The Land Use Administrator discussed a possible violation to the subdivision ordinance in Candy Apple 3rd Addition, a subdivision in section 19 of Lovell Township. A greenhouse was constructed on lot 2 of Candy Apple 3rd Addition even though the final plat and resolution approved by the Jones County Board of Supervisors on December 30, 2011 indicated that lots 2 and 4 were non-buildable since no access was provided to these lots. On June 18, 2012, a private ingress/egress easement had been granted over the east 20 feet of lot 1 of Candy Apple subdivision. The Land Use Administrator explained that the proposal was not in violation of the Zoning ordinance because the subdivision was still zoned as Agricultural and a greenhouse would be considered a permitted use. McElheny indicated this is an administrative change in status due the subsequent easement granted since the resolution was passed.

Motion by McElheny seconded by Lubben to recommend an amendment to the December 30, 2011 resolution to remove the non-buildable restriction on lot 2 since access has been granted due to a recorded private easement on June 18, 2012. All aye. Motion carried.

The Land Use Administrator gave an update on the UNI Regional Analysis and Planning presentation. The Land Use Administrator received a link to the presentation yesterday, but was unable to receive IT assistance in time to set up the room with access for the entire Commission. The presentation is approximately 23 minutes long. It could be viewed individually. The Commission agreed they would rather view the presentation as a group at their next meeting.

Next meeting will be on June 14, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse. The Commission will have one rezoning application to be heard and will view the UNI presentation.

Motion by Stamp seconded by Lubben to adjourn the meeting at 7:20 p.m. All aye. Motion carried.
Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Mike Weber – Land Surveyor, Bernard
  Jon Zirkelbach – Jones County Supervisor
  Catherine Jones Davies – 20263 42nd St., Anamosa

The meeting was called to order at 5:59 p.m. by Chairman Tim Fay.

Introductions of the visitors, Commission and staff took place.

Motion made by Stamp seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the May 10, 2016 meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing at 6:01 p.m. The public hearing is for a request from owner, Fairview Storage LLC c/o Mike Graff and applicant Ghassan Halloush, to rezone a parcel described as Lot 2 Energy Consultants Group Addition, in W ½ NE ¼ in Section 20 of Fairview Township and generally located at 9713 230th Ave., Anamosa, containing a total of 2.43 acres from the R-1 Residential District to the C-1 Commercial District. More specifically, this proposal is for the addition of storage garage buildings. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Land Use Administrator described the application received. The Land Use Administrator did receive several calls regarding the red zoning sign posted on the property, however, did not receive any written or verbal comments regarding the application. The adjacent property (Lot 1 Energy Consultants Group Addition) has been recently rezoned to C-1 Commercial for Jason Gideon. The Commission agreed the proposed storage sheds would fit in with C-1 Commercial and the general area; however had questions regarding grading, drainage, and sewer hook-ups for the existing office.

Motion by Stamp seconded by Lubben to close the public hearing at 6:10 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to recommend rezoning a parcel briefly described as Lot 2 Energy Consultants Group Addition in Section 20 of Fairview Township located at 9713 230th Ave., Anamosa IA containing 2.43 acres, from the R-1 Residential District to the C-1 Commercial District, and to send the Commission’s recommendation for conditional rezoning approval to the Board of Supervisors for final action. The rezoning recommendation should include the following conditions:

1. All grading needs to protect adjacent property with adequate barriers, including a soil erosion control plan prior to construction to keep sediment from leaving the property.
2. Before construction, obtain a storm water pollution prevention plan to intercept storm water from entering the neighboring properties and road right of way.
3. Before occupying the existing office building, please provide documentation from the Jones County Environmental Services office and EIRUSS that the office building has access to the Fairview Sewer system.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will contact both the owner and applicant regarding the conditional zoning request. Once the owner and applicant view the conditions, the Land Use Administrator will present the rezoning request for consideration to the Board of Supervisors. According to the ordinance, the Board can then decide to set a public hearing on the request.

The applicant or owner will have to return the red rezoning sign at a later date.

Motion by Stamp, seconded by McElheny to open the public hearing at 6:13 p.m. for the final plat of Data Farm owned by Maryville Family Partnership occupied by ITS north of Monticello located in section 14 of Lovell Township generally located at 22068 Business Hwy 151, Monticello. Mike Weber explained that currently this parcel is part of an 8.73 acre parcel that contains hay ground, the driveway for ITS and a pond. The entire parcel is currently taxed and zoned as Commercial. The intent is to separate the existing driveway for ITS and the pond from the larger 8.73 acre parcel for taxation purposes. The remaining parcel would be hay ground and then the assessor’s office could tax that as Agricultural instead of Commercial. There will be no new improvements (roads or access points) to the subdivision. The Land Use Administrator reviewed the subdivision regulations and noted the following variances:

- Street and access point requirement found in Section 2 of Article V. The existing access to both lots is Business Hwy 151 and there will be no road association requirements and there will not be two entrances.
- There will be no interior streets.
- Storm Water Pollution Prevention Plan as listed in Section 7 Article V. since there is no new development planned.

Motion by McElheny seconded by Lubben to close the public hearing at 6:21 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to waive the requirement for a preliminary plat and to approve the final plat of the Data Farm subdivision located in section 14 of Lovell Township containing 2 lots and to send the Commission’s recommendation for approval to the Board of Supervisors for final action, with variances to the Jones County Subdivision Ordinance to be considered for streets and access points, interior street standards and storm water pollution prevention plan.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.
The Land Use Administrator will present the final plat for consideration to the Board of Supervisors once the owner has all the final plat attachments.

The Commission and Land Use Administrator discussed the possible violation to the subdivision ordinance in Candy Apple 3rd Addition, a subdivision in section 19 of Lovell Township. A greenhouse was constructed on lot 2 of Candy Apple 3rd Addition even though the final plat and resolution approved by the Jones County Board of Supervisors on December 30, 2011 indicated that lots 2 and 4 were non-buildable since no access was provided to these lots. On June 18, 2012, a private ingress/egress easement had been granted over the east 20 feet of lot 1 of Candy Apple subdivision. The Land Use Administrator explained that the proposal was not in violation of the Zoning ordinance because the subdivision was still zoned as Agricultural and a greenhouse would be considered a permitted use. The Board of Supervisors is requesting that the Commission review their initial recommendation to remove the non-buildable restriction and to review requirements for road width and restrictions for future residential dwellings.

The Land Use Administrator indicated that Richard Schneiter, taxpayer of the property and possible owner of the greenhouse/hoop house was invited to the meeting at two separate occasions. The Commission discussed possible road requirements including width and grading. Unclear of the intentions of the greenhouse, the Commission was unable to make any final determinations.

Motion by McElheny seconded by Lubben to rescind the recommendation made at the May 10, 2016 meeting for an amendment to the December 30, 2011 resolution to remove the non-buildable restriction on lot 2. All aye. Motion carried.

The Commission and visitors viewed the UNI Regional Analysis and Planning presentation. The Commission agreed the students did a lot of research in a short amount of time and presented the county with a lot of data to review. The Commission would like copies of their maps and to research further some of the possible information given in the presentation. The Commission would also like information on how much of the county’s taxes are generated from agricultural, commercial and residential properties.

McElheny offered information on the Jones County Secondary Roads Setback Ordinance that was recently updated, road stabilization and a recent joint meeting with the Board of Adjustment and the Board of Supervisors, and options for a future meeting with all the Boards together at a future Board of Supervisor meeting.

Next meeting will be on July 12, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse.

Motion by McElheny seconded by Stamp to adjourn the meeting at 8:05 p.m. All aye. Motion carried.
Members absent:
  Keith Stamp

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Mike Simmons – 17922 Cottonwood Ln., Monticello
  Kelly Westphal – 18005 212th St., Monticello
  Richard and Linda Drake – 18136 County Rd D-62, Monticello
  Richard Schneiter – 421 S. Maple St., Monticello
  Catherine Davies – 20263 42nd St., Anamosa
  Lara Netolicky – Anamosa Journal Eureka

The meeting was called to order at 5:55 p.m. by Chairman Tim Fay.

Introductions of the visitors, Commission and staff took place.

Motion made by Tiedt seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to approve the meeting minutes for the June 14, 2016 meeting. All aye. Motion carried.

The Board of Supervisors sent back the original recommendation of the Planning and Zoning Commission and would appreciate it if the Commission could review possible remedies for the violation to the Jones County Subdivision Ordinance for the structure on lot 2 of Candy Apple 3rd Addition. The Board of Supervisors would like the Commission to consider road width requirements and restrictions on the lot if the Commission recommends removing the non-buildable restriction on lot 2.

Richard Schneiter was present for the meeting. The fact that the lot is listed as non-buildable was discussed. Schneiter commented that the surveyor added that to the plat. It was noted by the public and the Land Use Administrator that there was no access provided to that lot which is the reason it had to be approved as such. Since the plat approval, Schneiter obtained an ingress/egress easement over the east 20’ of lot 1 of Candy Apple 3rd Addition. Schneiter obtained a grant (cost share money) with Joe Wagner for the high tunnel (greenhouse) and it was erected in 2013. According to Schneiter, the greenhouse is sold and is to be removed in September 2017.

It was noted by the Commission that this item has been on the agenda at both the May 17, 2016 and June 14, 2016 Commission meetings, however, Schneiter was not present, but invited to both previous meetings. Simmons and Drake noted it was their understanding when they bought within the subdivision that lot 2 was a non-buildable lot and prefer to keep it that way. Schneiter indicated that there was no business activity conducted within the structure, however, the neighbors indicated there were 4-5 semis at the location this spring. Schneiter discussed the greenhouse being an agricultural operation. The Land Use Administrator indicated that the zoning use/designation is not in question, however, the violation is of the subdivision ordinance and that the subdivision was approved and designated lot 2 as non-buildable, and the greenhouse can be defined as a structure according to the
ordinance. The Commission discussed the condition of the easement and accessibility for the public and emergency services. McElheny discussed as a public safety requirement, the access should be at a minimum, 12-14 feet wide. If it were to conform to the original Candy Apple Addition private drive 212th St, it should be black top surface, but at a minimum crushed stone.

McElheny stated the first alternative would be to recommend the non-buildable restriction be removed and require at least a 12 ft. compacted road surface be maintained to lot 2. The second alternative would be to recommend the non-buildable restriction remain which would be in violation of the subdivision ordinance and could require removal of the structure.

Schneiter indicated to the Commission he did not have any opinion on either alternative. He indicated the structure was pre-sold and if required to remove may be sold sooner than the September 2017 date as required by the previous grant/cost sharing money.

Motion by Tiedt seconded by McElheny to recommend to the Board of Supervisors that lot 2 Candy Apple 3rd Addition remain non-buildable as sufficient access is not provided to that lot and additional owners within Candy Apple 3rd Addition had the prior understanding that lot 2 was designated on the Final Plat as non-buildable and approved by the Board of Supervisors and their wish is that it remains as such.

Roll call vote:
McElheny - Aye
Tiedt – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

McElheny updated Tiedt on the UNI Regional Analysis and Planning presentation. The Land Use Administrator presented the original maps that were in the presentation. McElheny indicated further research and interviews will be conducted with IDOT, Jones County GIS, UNI, etc., to gain additional information that was provided in the presentation.

Next meeting will be on August 9, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is July 20, 2016.

Motion by Lubben seconded by McElheny to adjourn the meeting at 6:45 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes September 13, 2016 6:00 p.m.

Members present:
Tim Fay, Chairman
Dave Lubben
Keith Stamp
Jim McElheny
Members absent:
Lowell Tiedt
Staff present:
Michele Lubben, Jones County Land Use Administrator

 Visitors present:
Jon Zirkelbach – Jones County Supervisor
Dusty Embree – Jones County Economic Development Director
Jerry Draves – Applicant
Catherine Jones Davies – 20263 42nd St., Anamosa

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay.

Introductions of the visitors, Commission and staff took place.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion made by Stamp seconded by McElheny to approve the meeting minutes for the July 12, 2016 meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing for applicant, Jerry L. Draves and owners of Badger Hawk LLC. and Terry L. Covington, to rezone approximately 3.06 acres of the parcel legally described as Parcel 2009-86 and approximately .50 acre of Parcel 2005-69 near Hwy 151. Both parcels are located in the NW ¼ NW ¼ of Section 13 of Lovell Township and are generally located at 22923 Highway 151, Monticello. The request is to rezone only the portions listed within the application from the A-Agricultural Zoning District to the C-2 Highway Commercial Zoning District. This request is to eventually exchange a small portion of property (.391 acres) owned by Badger Hawk LLC. with property adjacent to Hwy 151 (.501 acres) owned by Terry Covington for future expansion of Badger Hawk LLC. This proposal would make a permanent change to the zoning classification of the property.

The Land Use Administrator explained the proposal was to exchange two small pieces of land so that Badger Hawk LLC. (aka Eilertson) could expand their property towards the highway and not encroach on the adjoining landowner Terry Covington. Terry Covington in return would get a small portion of timber/trees as a noise barrier. Applicant, Jerry Draves also explained that it makes sense to bring the business into conformance with the zoning ordinance to make the property a C-2 Highway Commercial designation and that Badger Hawk LLC. would like to park personal vehicles and small trailers on the land near the highway and exchange the timber/trees as a noise barrier for Terry Covington.

The Land Use Administrator explained that in order to avoid subdivision regulations, that eventually since there are two parcels at this time, once the deeds are transferred, then the surveyor would then again go around the two entire parcels to include those smaller pieces.

Motion by Stamp seconded by Lubben to close the public hearing at 6:07 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to make a recommendation to the Board of Supervisors to approve the rezoning request from the A-Agricultural District to the C-2 Highway Commercial with no further conditions.

Roll call vote:
McElheny – aye
Stamp – aye
The red zoning sign was returned and the Land Use Administrator will present the recommendation to the Board of Supervisors next Tuesday, September 20, 2016 and request a public hearing date be set. McElheny updated the Commission on the Highway 151 Corridor study. McElheny gave a brief summary of the research that has been conducted in the last month. He researched traffic counts with the DOT, researched mapping capabilities with the GIS Coordinator Kristi Aitchison, discussed the highway and economic development with Dusty Embree and continued to research case studies around Iowa. McElheny’s next steps will be to discuss the Highway 151 Corridor study with city administrators within Anamosa, Monticello and Cascade and will report back at the next meeting.

The Commission discussed the possibility of rezoning pre-existing non-conforming subdivisions within the A-Agricultural District. The Land Use Administrator will gather a list of such subdivisions and bring it to the next meeting.

Next meeting, if needed will be October 11, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is September 21, 2016.

Motion by Stamp seconded by Lubben to adjourn at 7:05 p.m. All aye. Motion carried.
Motion by Stamp seconded by McElheny to approve the meeting minutes for the September 13, 2016 meeting. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to open the public hearing for owner, Welter Storage Properties LLC., to rezone parcels described as Parcel 2013-34 and a 3 acre tract described in document 2009 3966 both in the SW NW of Section 34 of Lovell Township and generally located at 15953 197th St., Monticello, containing approximately 3 acres from the A-Agricultural Zoning District to the C-2 Highway Commercial Zoning District. More specifically, this proposal is to add a new building that would contain an additional commercial business to the parcel. This proposal would make a permanent change to the zoning classification of the property.

The Land Use Administrator explained the application and that the red zoning sign was posted on the property and adjoining property owner letters were received. Lloyd explained that the request is for a 60 ft. x 100 ft. building to house a Culligan water business that is currently in need of a bigger building. The existing Kerp’s Auto Service (Goodyear) is currently located on the parcel and they currently will be on the same parcel. They will not be separated according to Welter. The Land Use Administrator pointed out the E911 Coordinator’s comments regarding the application and that Welter should contact Gary Schwab regarding addressing in that area.

Motion by Stamp seconded by Tiedt to close the public hearing at 6:09 p.m. All aye. Motion carried.

Motion by Stamp seconded by Tiedt to make a recommendation to the Board of Supervisors to approve the rezoning request from the A-Agricultural District to the C-2 Highway Commercial with no further conditions.

Roll call vote:
McElheny – aye
Stamp – aye
Tiedt - aye
Fay – aye.
All aye. Motion carried.

The red zoning sign was returned and the Land Use Administrator will present the recommendation to the Board of Supervisors at their next meeting and request a public hearing date be set.

The Commission discussed updating the Jones County Zoning map and has requested a map for zoning districts and an assessment overly for areas that may require review. Such areas to review include residential uses within the Agricultural Zoning District, commercial uses and parcels acquired by Jones County Conservation for public uses.

Next meeting, if needed will be December 13, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is November 23, 2016.

Motion by Tiedt seconded by Stamp to adjourn at 6:58 p.m. All aye. Motion carried.
Jones County Planning and Zoning Commission    Meeting Minutes      December 14, 2016 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Keith Stamp
   Jim McElheny
   Dave Lubben

Members absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Kristi Aitchison – GIS Coordinator

The meeting was called to order at 5:59 p.m. by Chairman Tim Fay.

Motion made by Stamp seconded by Lubben to approve the agenda to the meeting.   All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the November 1, 2016 meeting.  All aye. Motion carried.

Kristi Aitchison presented a large map of the county that contained both the zoning and taxation layers. The Commission reviewed their goals for an updated map and discussed possible text amendments. McElheny explained the map presented is a definition of an existing land use map. The Commission reviewed several townships individually. Parcels the Commission discussed rezoning would be highly residential subdivisions, public use areas and some commercial uses.

Next meeting, if needed will be January 10, 2016 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is December 21, 2016.

Motion by Stamp seconded by Lubben to adjourn at 7:35 p.m.  All aye. Motion carried.

2017 Meeting Minutes

Jones County Planning and Zoning Commission    Meeting Minutes      January 10, 2017 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Keith Stamp
   Jim McElheny
   Dave Lubben
The meeting was called to order at 6:00 p.m. by Chairman Tim Fay. Introductions of the Commission and visitors took place.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the December 13, 2016 meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing at 6:04 p.m. on a request for applicant Jake Schilling and owner Roger Stephen, to rezone a parcel described as the NW ¼ NW ¼ east of the road excepting Parcel 2005-173 in Section 34 of Lovell Township from the A-Agricultural Zoning District to the C-1 Commercial Zoning District. More specifically, this proposal is to add a commercial greenhouse and nursery business to the parcel. This proposal would make a permanent change to the zoning classification of the property.

The Land Use Administrator gave a brief overview of the request. All adjoining landowner letters were received by certified mail and there were no written or verbal comments received regarding the application.

The Land Use Administrator distributed pictures from a site visit done on January 10th. The pictures show the road covered in water and the structure portion of the greenhouse in place. The Land Use Administrator explained that the greenhouse is permitted in the Agricultural Zoning District, however, the intention is to have a retail business within the greenhouse, therefore the rezoning request for C-1 Commercial. The structure also appears that it may not meet a 30 foot setback requirement within the C-1 Commercial District.

The Commission discussed the water and sewer options for the business. According to the application, a portable facility will be placed on the site for sewer. A public well will be required by the DNR if the site serves at least 25 individuals at least 60 days of the year.

McElheny confirmed that the request is consistent with the area for the C-1 Commercial District. McElheny did note that the application is for the entire 19 acre parcel and the greenhouse will occupy one acre leased by Schilling. McElheny discussed if any easement agreement has been filed between Schilling and Stephen since it is a private road.
Motion by McElheny seconded by Lubben to close the public hearing at 6:16 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to table the request for rezoning a parcel described as NW ¼ NW ¼ east of the road excepting Parcel 2005-173 in Section 34 of Lovell Township until the applicant and owner can meet with the Commission. All aye. Motion carried.

Next the Commission discussed the countywide map amendments. Recently, Fay and McElheny reviewed zoning maps to identify areas in which the taxation of the parcel and the zoning classification are different. Parcels the Commission discussed rezoning would be highly residential subdivisions, public use areas and some commercial uses. The Commission would like to continue to review the maps and have Kristi create maps for the Commission to review at their next meeting.

Next meeting, if needed will be February 13, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is January 18, 2017.

Motion by Lubben seconded by McElheny to adjourn at 7:25 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes February 13, 2017 6:00 p.m.

Members present:
Tim Fay, Chairman
Keith Stamp
Jim McElheny
Dave Lubben

Members absent:
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Roger and Sandy Stephen – owner, 1011 S. Main St., Monticello
Jake Schilling – applicant, 21068 Stone Bridge Rd., Monticello
Tiqua Anderson – business operator, 21068 Stone Bridge Rd., Monticello
Ruth Carlson – subdivision owner, 11815 County Rd X-28, Anamosa
Jim Kraus – 17432 County Rd D-62, Monticello
Ned Paulsen – 8232 158th St., Scotch Grove
Kristi Aitchison – GIS Coordinator
Jon Zirkelbach – Jones County Supervisor
Lara Netolicky – Anamosa Journal-Eureka

The meeting was called to order at 6:03 p.m. by Chairman Tim Fay. Introductions of the Commission and visitors took place.
Motion made by Stamp seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to approve the meeting minutes for the January 10, 2017 meeting. All aye. Motion carried.

The Commission is to take action on a rezoning application for applicant Jake Schilling and owner Roger Stephen, to rezone a parcel described as the NW ¼ NW ¼ east of the road excepting Parcel 2005-173 in Section 34 of Lovell Township from the A-Agricultural Zoning District to the C-1 Commercial Zoning District. More specifically, this proposal is to add a commercial greenhouse and nursery business to the parcel. This proposal would make a permanent change to the zoning classification of the property.

The Land Use Administrator read last month’s minutes regarding the application. The applicant and owner agreed that approximately 15 loads of rock will be put down on the road to fix the water issue on the road. The Land Use Administrator also discussed the placement of the structure. It appears it does not meet the required 30 foot setback to the private road. The Land Use Administrator also discussed the trouble with the red zoning signs not being visible during the zoning process. Schilling indicated that it was difficult to anchor the signs to the ground and they kept blowing over.

Motion by McElheny seconded by Stamp to move the application off the table from last month’s meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to recommend approval to the Board of Supervisors for rezoning a parcel described as NW ¼ NW ¼ east of the road excepting Parcel 2005-173 from the A-Agricultural District to the C-1 Commercial District in Section 34 of Lovell Township and to send the Commission’s recommendation for conditional rezoning to the Board of Supervisors for final action. The rezoning recommendation should include the following conditions:

1. All structures must maintain a 30’ setback from the private road right-of-way. All other setbacks must be maintained according to the Jones County Zoning Ordinance.

2. Private road (197th St.) must be improved to a gravel based compacted road prior to the retail business commencing.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye
All aye. Motion carried.

Motion by Stamp, seconded by Lubben to open the public hearing at 6:20 p.m. for Ruth Carlson to discuss preliminary and final plats for Moonstorm Meadow Woods 2nd Addition. All aye. Motion carried.

The Land Use Administrator discussed that the preliminary and final plats were missing the 2nd page legal descriptions but contained the requirements for the preliminary and final plats. Several variances are noted within the subdivision ordinance.
The owner is requesting to subdivide Lot 2 of Moonstorm Meadow Woods Addition into a two lot subdivision called Moonstorm Meadow Woods 2nd Addition. The owner would like to transfer for sale Lot 2 and retain Lot 1 for her personal residence.

The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. This private drive is established and no improvements are expected. Access for Lot 2 appears to be from County Rd X-28 which has been approved by the County Engineer.
- The interior street is a private drive and no improvements are expected. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.

Motion by Stamp, seconded by McElheny to close the public hearing at 6:25 p.m. for Ruth Carlson to review preliminary and final plats for Moonstorm Meadow Woods 2nd Addition.

Motion made by McElheny seconded by Lubben to approve the preliminary plat and final plats of Moonstorm Meadow Woods 2nd Addition located in Section 7 of Fairview Township containing two lots and to send the Commission’s recommendation for approval to the Board of Supervisors with the noted variances. Roll call vote.

Roll call vote:
- McElheny - Aye
- Stamp – Aye
- Lubben – Aye
- Fay – Aye

All aye. Motion carried.

Next, the Commission discussed options for a possible violation of a setback within the zoning ordinance located at 17432 County Rd D-62, Monticello. Jim Kraus was present to discuss that approximately 20 feet of his garage is located on the neighbor’s property. Neighbor is willing to sell him ¼ of an acre to give him the necessary land to correct the encroachment. However, separating the land would appear to be in violation for the neighbor as they are in the A-1 Agricultural zoning district and have less than the minimum acres (1.49). Possible solution is to have the area rezoned to residential and then complete a split to correct the encroachment. The Commission reviewed the upcoming countywide map amendments and agreed that the area was being considered for residential zoning. The Commission did not recommend Kraus take initiative on his own to rectify the zoning. He will communicate to the neighbor the timeframe to resolve the issue.

Next, the Commission discussed the countywide map amendments. GIS Coordinator, Kristi Aitchison discussed the following townships: Castle Grove, Lovell, Richland and Washington. The Commission still agreed to rezone highly residential areas and existing subdivisions to residential. Also, rezoning areas being used for public use from the agricultural zoning district to the public zoning district and existing commercial and industrial areas from either residential or agricultural to their respective districts. It is intended to be an existing land use map and not to be a future land use map.
Next meeting, if needed will be March 14, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse if any applications are received. Application deadline is February 22, 2017.

Motion by Stamp seconded by McElheny to adjourn at 7:20 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes March 14, 2017 6:00 p.m.

Members present:
Tim Fay, Chairman
Keith Stamp
Jim McElheny
Dave Lubben

Members absent:
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Susan Forinash – Hall and Hall Engineers, representing Myers First Addition
Kristi Aitchison – GIS Coordinator

The meeting was called to order at 5:58 p.m. by Chairman Tim Fay. Introductions of the Commission and visitors took place.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by McElheny to approve the meeting minutes for the February 13, 2017 meeting. All aye. Motion carried.

Motion by Stamp, seconded by McElheny to open the public hearing at 6:00 p.m. to discuss preliminary and final plats for Myers First Addition located in Section 33 of Cass Township generally located at 13048 Violet Rd, Anamosa. The proposed subdivision is a two lot subdivision located within the Residential District. All aye. Motion carried.

Susan Forinash was present to discuss that the Myers wish to refinance their property with the bank, but since there are two houses on one parcel, the bank is requiring them to separate the houses. Susan provided copies of an updated final plat that included a new dividing line between lot 1 and lot 2 to accommodate the setbacks to the accessory buildings. Susan indicated that 2 of the buildings can meet a 10 ft. side yard setback, however, the smaller building is only 5 ½ ft. from the new proposed property line. The Myers would like to request a variance to the ordinance to allow the existing accessory building to be only 5 ½ ft. from the property line or allow sufficient time to move the building to another location on the property. Susan indicated sufficient access and utility easements have been provided for on the plats. Several other variances are noted within the subdivision ordinance.
The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- Variance to Article IV Section 5. Lot uses, setback and size. Variance allows for existing accessory building to have a side yard setback less than 10 feet.
- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. The entrance to lot 1 is from the county road and lot 2 is granted an access easement. No improvements are expected.
- There is no interior street. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. There is no new development expected. All structures are existing.

Motion by Stamp, seconded by McElheny to close the public hearing at 6:10 p.m. for Myers First Addition. All aye. Motion carried.

Motion made by McElheny seconded by Lubben to approve the preliminary and final plats of Myers First Addition located in Section 33 of Cass Township containing two lots and to send the Commission’s recommendation for approval to the Board of Supervisors with the noted variances.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben – Aye
Fay – Aye

All aye. Motion carried.

Next, the Commission discussed the countywide map amendments. GIS Coordinator, Kristi Aitchison wanted clarification of the zoning classification for existing quarries and state/county owned property. The Commission also discussed with the Jones County Assessor on the taxation of quarries and light industrial operations. The Commission agreed to zone existing quarries as I-2 Industrial and land used by the public as P-Public. Land owned by the state or county but is not used for public purpose will continue to retain the current zoning classification. The Commission reviewed proposed zoning maps for Cass, Wayne, Scotch Grove, Clay, Fairview, Jackson, Madison, Wyoming, Greenfield, Rome, Hale and Oxford Townships. Majority of zoning classification changes occurred in Fairview Township.

Next meeting, if needed will be April 10, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse. Application deadline is March 22, 2017 and the Commission currently has one rezoning application to review.

Motion by Lubben seconded by Stamp to adjourn at 8:13 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes April 10, 2017 6:00 p.m.

Members present:
Tim Fay, Chairman
Keith Stamp
Jim McElheny
Motion made by Tiedt seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to approve the meeting minutes for the March 14, 2017 meeting. All aye. Motion carried.

Motion by Stamp, seconded by McElheny to open the public hearing at 6:00 p.m. for owner, Ronald Dean Wood to rezone a parcel described as Lot 5 of Chipman’s Addition, in Section 10 of Fairview Township, containing a total of 1.17 acres from the R-Residential District to the C-1 Commercial District. More specifically, the proposal is to rezone the parcel that contains the former Anamosa Furniture Mart to the C-1 Commercial District. The request is to remodel the current building into approximately 80-100 climate controlled storage units with outdoor storage and a request to build a residence on the property in the future. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Commission discussed the request for a house within the application. They discussed the requirement from the Jones County Environmental Services department for the property to have their own septic system and file a new joint well sharing agreement. Parking was discussed and the outdoor storage request. Outdoor storage will be in a 30 x 110 ft. area on the west side of the building. A portion of the building was removed and the foundation is still there. It will be enclosed by a fence and secured to be used mainly for RV storage. This area will be shielded from the road because it is on the back side of the building. The Commission and Wood discussed exterior lighting and signage.

Motion by Stamp, seconded by Tiedt to close the public hearing at 6:15 p.m. for the rezoning application for Ronald Dean Wood. All aye. Motion carried.

Motion made by McElheny seconded by Stamp to recommend approval subject to a conditional zoning agreement for owner, Ronald Dean Wood to rezone a parcel described as Lot 5 of Chipman’s Addition, in Section 10 of Fairview Township, containing a total of 1.17 acres from the R-Residential District to the C-1 Commercial District with the following conditions:

1. Approximately 80-100 indoor storage units as listed on the application.
2. Outdoor storage to be contained within the 30 x 110 ft. area behind the building, shielded from the road.
3. Any new lighting must conform to Article XV Lighting Requirements.
4. Any new signage must conform to Article XVI Sign Requirements.
5. Any and all new structures are required to go before the Planning and Zoning Commission for a site plan review only.

Roll call vote:
McElheny - Aye
Stamp – Aye
Tiedt – Aye
Fay – Aye

All aye. Motion carried.

Next, the Land Use Administrator gave information from the E911 Service Board to update Article XIV Wind Turbines and Communication Tower Requirements. The future request may include removing the requirement for painting towers aviation red and white and only red night time beacon lighting. Fay mentioned that the Jones County tower provisions have worked well for the many years since they were established, and he could think of no reason to change the ordinance.

The Commission discussed the countywide map amendments. The Commission reviewed the existing maps and a spreadsheet with individual parcels provided by GIS Coordinator, Kristi Aitchison. The Commission again reviewed proposed zoning maps for all townships.

Motion by Tiedt seconded by Stamp to set public hearing dates for proposed map amendments for the following dates/times if the following are available:

May 15, 2017 6:00 p.m. Courthouse Community Room
May 16, 2017 6:00 p.m. Wyoming Memorial Hall
May 17, 2017 6:00 p.m. Monticello Council Chambers

All aye. Motion carried.

Next meeting, if needed will be May 15, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse. Application deadline is April 26, 2017.

Motion by Tiedt seconded by Stamp to adjourn at 7:30 p.m. All aye. Motion carried.
The meeting was called to order at 6:04 p.m. by Chairman Tim Fay. Introductions of the Commission, GIS Coordinator, and Land Use Administrator took place.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by McElheny to approve the meeting minutes for the April 10, 2017 meeting. All aye. Motion carried.

Motion by Stamp, seconded by McElheny to open the public hearing at 6:06 p.m. regarding proposed changes to the zoning classification of many properties for an update to the zoning map. All aye. Motion carried.

The Jones County Planning and Zoning Commission recently conducted a comprehensive review of the use of properties in unincorporated Jones County. As a result of that review, the Commission is proposing to change the zoning classification of many properties in Jones County. This initiative has been undertaken to fine tune zoning outside of the corporate limits of the county’s cities. The changes will better reflect the actual uses of each property. Areas affected by the proposed zoning amendment will include, but is not limited to, residential subdivisions within the Agricultural District; public use areas, commercial, and industrial properties. Affected property owners were mailed a courtesy notification of any proposed changes prior to these hearings.

Approximately 35 people were in attendance to ask questions and discuss the proposed changes.

An opening statement was provided by Chairman, Tim Fay regarding the project and its initiative to accommodate and resolve conflicts around Jones County in which the tax classification and/or use of the property do not match the current zoning classification. He described that the original zoning map was established in 2007 and reflected only Agricultural and Residential Districts only. The zoning classification change will no have effect on property taxes.

The Land Use Administrator discussed the process in which takes place if the property is not properly zoned and the fees and delays that may take place. Rezoning properties may reduce confusion between property owners between the assessor’s tax class and the zoning classification. Updating the zoning map may make for a more efficient review process of applications.

GIS Coordinator Kristi Aitchison gave an overview of the GIS system and the process in which the maps were created to overlay the assessor’s tax classification onto the current zoning maps. Individual township maps were created by GIS and reviewed by the Commission. Once areas were identified, the properties were easily cataloged onto a spreadsheet.
Jim facilitated a question and answer session in which property owners stated their name and address for the Commission, expressed any concerns, and asked questions regarding the proposed zoning classification changes. Many property owners were concerned with the effect the zoning change would have on their property taxes, concerns for small animal operations and livestock and agricultural operations within the Residential district, restrictive covenants and hunting uses within residential zoned areas. Property owners can contact the Land Use Administrator for specific property questions and requests for possible changes to the Commission will be reviewed at their next meeting. Written comments will also be accepted until the next regularly scheduled meeting on June 13th.

Motion by Stamp seconded by Lubben to close the public hearing at 7:05 p.m. All aye. Motion carried.

Motion by Lubben seconded by Stamp to adjourn at 7:20 p.m. All aye. Motion carried.

Tomorrow a second public hearing will be held at the Memorial Hall in Wyoming at 6:00 p.m.
will include, but is not limited to, residential subdivisions within the Agricultural District; public use areas, commercial, and industrial properties. Affected property owners were mailed a courtesy notification of any proposed changes prior to these hearings.

Approximately 12 people were in attendance to ask questions and discuss the proposed changes.

An opening statement was provided by Chairman, Tim Fay regarding the project and its initiative to accommodate and resolve conflicts around Jones County in which the tax classification and/or use of the property do not match the current zoning classification. He described that the original zoning map was established in 2007 and reflected only Agricultural and Residential Districts only. The zoning classification change will no have effect on property taxes.

The Land Use Administrator discussed the process in which takes place if the property is not properly zoned and the fees and delays that may take place. Rezoning properties may reduce confusion between property owners between the assessor’s tax class and the zoning classification. Updating the zoning map may make for a more efficient review process of applications.

GIS Coordinator Kristi Aitchison gave an overview of the GIS system and the process in which the maps were created to overlay the assessor’s tax classification onto the current zoning maps. Individual township maps were created by GIS and reviewed by the Commission. Once areas were identified, the properties were easily cataloged onto a spreadsheet.

Jim facilitated a question and answer session in which property owners stated their name and address for the Commission, expressed any concerns, and asked questions regarding the proposed zoning classification changes. Many property owners were concerned with the effect the zoning change would have on their property taxes, concerns for small animal operations and livestock and agricultural operations within the Residential district, restrictive covenants and hunting uses within residential zoned areas. Property owners can contact the Land Use Administrator for specific property questions and requests for possible changes to the Commission will be reviewed at their next meeting. Written comments will also be accepted until the next regularly scheduled meeting on June 13th.

Motion by McElheny seconded by Stamp to close the public hearing at 6:47 p.m. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to adjourn at 7:00 p.m. All aye. Motion carried.

Tomorrow, the final public hearing will be held at the Berndes Center in Monticello at 6:00 p.m.
Jones County Planning and Zoning Commission   Meeting Minutes   May 17, 2017 6:00 p.m.

Monticello Meeting, Berndes Center 766 N. Maple St., Monticello

Members present:
   Tim Fay, Chairman
   Keith Stamp
   Jim McElheny
   Dave Lubben

Member absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

The meeting was called to order at 6:00 p.m. by Chairman Tim Fay. Introductions of the Commission, GIS Coordinator, and Land Use Administrator took place.

Motion by Lubben, seconded by Stamp to open the public hearing at 6:00 p.m. regarding proposed changes to the zoning classification of many properties for an update to the zoning map. All aye. Motion carried.

The Jones County Planning and Zoning Commission recently conducted a comprehensive review of the use of properties in unincorporated Jones County. As a result of that review, the Commission is proposing to change the zoning classification of many properties in Jones County. This initiative has been undertaken to fine tune zoning outside of the corporate limits of the county’s cities. The changes will better reflect the actual uses of each property. Areas affected by the proposed zoning amendment will include, but is not limited to, residential subdivisions within the Agricultural District; public use areas, commercial, and industrial properties. Affected property owners were mailed a courtesy notification of any proposed changes prior to these hearings.

Approximately 27 people were in attendance to ask questions and discuss the proposed changes.

An opening statement was provided by Chairman, Tim Fay regarding the project and its initiative to accommodate and resolve conflicts around Jones County in which the tax classification and/or use of the property do not match the current zoning classification. He described that the original zoning map was established in 2007 and reflected only Agricultural and Residential Districts only. The zoning classification change will no have effect on property taxes.

The Land Use Administrator discussed the process in which takes place if the property is not properly zoned and the fees and delays that may take place. Rezoning properties may reduce confusion between property owners between the assessor’s tax class and the zoning classification. Updating the zoning map may make for a more efficient review process of applications.

GIS Coordinator Kristi Aitchison gave an overview of the GIS system and the process in which the maps were created to overlay the assessor’s tax classification onto the current zoning maps. Individual
township maps were created by GIS and reviewed by the Commission. Once areas were identified, the properties were easily cataloged onto a spreadsheet.

Jim facilitated a question and answer session in which property owners stated their name and address for the Commission, expressed any concerns, and asked questions regarding the proposed zoning classification changes. Many property owners were concerned with the effect the zoning change would have on their property taxes, concerns for small animal operations and livestock and agricultural operations within the Residential district, restrictive covenants and hunting uses within residential zoned areas. Property owners can contact the Land Use Administrator for specific property questions and requests for possible changes to the Commission will be reviewed at their next meeting. Written comments will also be accepted until the next regularly scheduled meeting on June 13th.

Motion by Lubben seconded by Stamp to close the public hearing at 7:04 p.m. All aye. Motion carried.

Motion by Lubben seconded by Stamp to set their next regularly scheduled meeting for Tuesday, June 13th at 6:00 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to adjourn at 7:06 p.m. All aye. Motion carried.
Motion by McElheny seconded by Stamp to approve the meeting minutes for the May 15, 16, 17, 2017 meeting minutes. All aye. Motion carried.

Motion by Stamp, seconded by McElheny to open the public hearing at 6:00 p.m. for owner, Jones County, being represented by the Secondary Road Department, to rezone a parcel described as Parcel 94-05 in the SE ¼ SW ¼ of Section 31 of Wyoming Township generally located at 7071 County Rd. X-75, Wyoming, containing approximately 2.18 acres from the A-Agricultural Zoning District to the P-Public Zoning District. This request is for a future satellite shop for equipment and coordination of resources in the southeast quadrant of Jones County. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Land Use Administrator verified all adjoining landowners received their certified letters. No verbal or written comments were received on the application.

The facility will house one or two operators and store motor graders and/or loaders and possibly a county pickup. Traffic volumes would be minimal other than the employees traveling there each day. The proposed building is a 50 ft. x 100 ft. clear span building with access off of County Road X-75. Jones County Engineer Derek Snead was not present for questions, so he was contacted by cell phone. Brownell’s expressed concern over separation distances from their existing hog confinement facility and the new county shop. Once the new county shop is put into place, the existing hog confinement will be less than 500 feet in separation distance. Engineer Derek Snead had no issues with the current hog confinement building. The Engineer mentioned he would consider asking the Board of Supervisors for a separation distance waiver for any future buildings that may be built. Wenndt has concerns with the amount the county paid for the property, direction of storm water runoff and condition of the roads in the area. Derek was able to answer his questions while on the phone.

Motion by McElheny, seconded by Stamp to close the public hearing at 6:22 p.m. for the rezoning application for Jones County in Section 31 of Wyoming Township. All aye. Motion carried.

Motion made by McElheny seconded by Stamp to send a recommendation for approval to the Board of Supervisors for the rezoning request from the A-Agricultural Zoning District to the P-Public Zoning District for property in Section 31 of Wyoming Township.

Roll call vote:
McElheny - Aye
Stamp – Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning recommendation to the Board of Supervisors at their meeting on June 20, 2017. According to the ordinance, the Board can then decide to set a public hearing on the request.

The Engineer will have the red rezoning sign delivered to the office.

Next, the Commission discussed a request from the E911 Service Board to update Article XIV Wind Turbines and Communication Tower Requirements. The request includes removing the requirement for
painting towers aviation red and white and requiring only red night time beacon lighting. Gary Schwab indicated that there have been enhancements to lighting recently that could be used to identify towers just as well during the day and at night than the current procedure. Currently, there is no back up if the red night time beacon lighting fails. To repaint the Amber tower, it was estimated to cost the county $14-15K and then there was concern with overspray and issues with Lasso-E camper sales. The change could allow for a dual lighting system. LED white lights during the day and red night time beacon lighting at night. The FAA is currently looking at expanding the tower regulations to include towers less than 200 feet. This could include the Wyoming and Temple Hill towers to be painted red and white. Schwab indicated the color for painting is technically “aviation orange and red”. The Land Use Administrator did have the County Attorney review the request. His opinion is that the ordinance meets the FAA requirements and that the request is primarily an economic change for potential savings on the county’s part. Fay mentioned that the Jones County tower provisions have worked well for the many years since they were established, and did not want to change the ordinance for one tower. No action was taken.

Dean Wood came to discuss possible changes to Article XVI Sign Requirements to allow two wall signs on commercially zoned property. The Commission agreed that one sign should be removed from the building and to complete a Sign Application and follow the regulations with the Article XVI Sign Requirements as indicated at a previous P&Z meeting and conditional rezoning agreement. If a sign could not be removed, a violation of the ordinance may occur. No action was taken.

The Commission discussed the countywide map amendments. The Commission reviewed approximately 15 individual properties as a result from the public hearings in May. The Commission also discussed Camelot Campgrounds and quarries with Jones County. The Commission, GIS Coordinator, and the Land Use Administrator will continue to work on the map amendments for final review in July. No action was taken.

Next meeting will be July 11, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse. Application deadline is June 21, 2017.

Motion by Stamp seconded by McElheny to adjourn at 8:02 p.m. All aye. Motion carried.
The meeting was called to order at 6:04 p.m. by Chairman Tim Fay.

Motion made by McElheny seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the June 13, 2017 meeting minutes. All aye. Motion carried.

Motion by McElheny seconded by Stamp to re-appoint Tim Fay as Chairperson for 2017-2018. All aye. Motion carried.

Motion by Lubben seconded by Stamp to approve the Planning & Zoning Administrative rules as presented for 2017-2018. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend approval of the 2017 Map Amendments as presented at the May 15,16,17 public hearings and as amended June 13, 2017 and July 11, 2017 and referred in Addendum “A” which includes a listing of all affected parcels for adoption into the official map.

Roll call vote:
McElheny - Aye
Stamp – Aye
Lubben - Aye
Fay – Aye

All aye. Motion carried.

The Land Use Administrator will present the rezoning recommendation to the Board of Supervisors at a meeting in early August. According to the ordinance, the Board can then decide to set a public hearing on the request.

Next, the Commission reviewed an aerial map for a property in Section 15 of Fairview Township owned by Rick Caspers and generally located at 212th Ave and contains 40 acres. The discussion revolved around Article IV Subdivision Designs, Section 6. Location – subdivision requirements within a ½ mile of a hard surface road. The proposed subdivision could be just over the ½ mile requirement and whether that would hinder his application. The Commission discussed requiring a hard surface on any portion of the road past the ½ mile limit including the entrance, common roadways and drives.

The Commission discussed the requirements within Article XIV Section 7 B. Communication Tower Requirements regarding only allowing towers be painted aviation red and white. E911 Coordinator Gary Schwab discussed with the Board of Supervisors possible changes to allow dual lighting on towers within Jones County instead of requiring painted towers. Gary told the Board of Supervisors he will continue to pursue other avenues to possibly change the ordinance.

The Commission discussed Article XVI Sign Requirements and possible changes to the sign ordinance. Recently, two properties within Jones County have been rezoned and have failed to comply with Article XVI Sign Requirements. Rick Ellison with the JoCo Roadhouse was recently issued a civil citation and
Dean Wood with the Anamosa Storage Mart have failed to comply. The Board of Supervisors will have another discussion in a few weeks regarding possible changes.

Next meeting will be August 8, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse. Application deadline is July 19, 2017.

Motion by Lubben seconded by Stamp to adjourn at 7:15 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission   Meeting Minutes   August 8, 2017 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Dave Lubben
   Lowell Tiedt

Members absent:
   Keith Stamp

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Dan and Joy Klaassen – 20386 90th St., Anamosa
   Mike and Cindy Davies – 23478 County Rd E-34, Anamosa
   Lloyd Eaken – 23252 Fairview Rd., Anamosa
   Jason Gideon – 9635 230th Ave., Anamosa
   Michelle Flammang – 9635 230th Ave., Anamosa
   Dean Wood – 9941 Forest Chapel Rd., Anamosa
   Ned Rohwedder – 2318 Hwy 38, Olin
   Jim and Denise Miossi – 22581 Campfire Rd., Monticello

Chairman Tim Fay called the meeting to order at 6:00 p.m.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Lubben seconded by Tiedt to approve the meeting minutes for the July 11, 2017 meeting minutes. All aye. Motion carried.

The Chairman Tim Fay announced that the rezoning application for owner, Rogers Brothers and applicant Tri-County Propane LLC., to rezone a parcel described as Parcel 2006-99 in SW ¼ NE ¼ of Section 20 of Fairview Township generally located at 23463 County Rd. E-34, Anamosa, containing a total of 1.36 acres from the R-Residential District to the C-2 Highway Commercial District for an 18,000-
gallon LP tank for a refill station for Tri-County Propane LLC has been withdrawn by the applicant and no action is needed. The Land Use Administrator explained that the main reason for the application withdrawal is that the application cannot meet requirements set forth by the Iowa Department of Natural Resources for a separation distance for a chemical storage tank to a public water supply as set forth in Iowa Administrative Code Chapter 41.

Motion by McElheny seconded by Lubben to open the public hearing for preliminary and final plats for owner, Louis F. Sperfslage and developer Denise Miossi, to subdivide a parcel in the SW 1/4 of Section 14 of Lovell Township containing approximately 7.17 acres and generally located at 22204 Business Hwy 151, Monticello into a two lot subdivision called Hollywood Acres.

The Land Use Administrator described the application presented from Denise Miossi was a two lot subdivision called Hollywood Acres in Section 14 of Lovell Township. Due to previous splits since 1998, the future split must be considered a subdivision. The Land Use Administrator noted that the contours were waived on the preliminary plat due to only one lot is “buildable”. The requirements were reviewed from the Jones County Environmental Services department regarding septic and well permits, the Jones County Engineer regarding the existing access, and the E911 Coordinator. The Land Use Administrator reviewed the requirements within the Subdivision Ordinance and has noted the following variances:

- The proposed lots within the subdivision will each have their own individual access from Business Hwy 151. The proposed subdivision will not contain a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. This private drives are established and minimal improvements are expected.
- There are no interior streets and no improvements are expected. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.

Denise Miossi explained that there was a house at this location and it was removed in 2003 or 2004. The blue E911 address sign is still at the existing access. They would like to build a single-family dwelling set deep in the lot to meet all required setbacks. They would like to downsize their current house and be close to owner Louis Sperfslage who is Denise’s father. The developer explained very little disturbance of the timber will be disturbed.

Motion by Tiedt seconded by Lubben to close the public hearing at 6:11 p.m. All aye. Motion carried.

Motion by McElheny seconded by Lubben to recommend approval of preliminary and final plats of the Hollywood Acres subdivision located in Section 14 of Lovell Township containing two lots with above noted variances.

Roll call vote:
McElheny - Aye
Lubben – Aye
Tiedt - Aye
Fay – Aye

All aye. Motion carried.
Next, the Land Use Administrator distributed a spreadsheet comparing Commercial Sign Regulations for the Cities of Anamosa and Monticello and the adjacent counties of Linn, Dubuque, Clinton, Cedar, Jackson and Scott. The spreadsheet noted size requirements, height requirements, and additional requirements for signs in the Commercial District. The information was found by reviewing sign regulations online and reaching out to several cities/counties for additional information.

Several supervisors voiced their concern over the sign regulations being too restrictive to business owners in the county. Dean Wood was present to discuss the sign requirements as it relates to the Anamosa Storage Mart. Other public input was provided in relation to the sign ordinance and businesses.

McElheny first cautioned the Commission on pending litigation for Rick Ellison regarding signage and hesitates to make any changes at this time. In addition, Rick Ellison has a Variance application pending. Sign requirements are not new to the area and businesses making the signs are aware of such regulations. The issues (Ellison and Wood) are self-inflicted and willful violations.

A member of the public recommended getting input from county businesses. The Commission did not take any action on the discussion and it will be added to September’s agenda.

Next meeting will be September 12, 2017 at 6:00 p.m. in the Community Room at the Jones County Courthouse. Application deadline is August 23, 2017.

Motion by Tiedt seconded by McElheny to adjourn at 7:20 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes October 10, 2017 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Dave Lubben
   Lowell Tiedt
   Keith Stamp

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Mike and Cindy Davies – 23478 County Rd E-34, Anamosa
   Ned Rohwedder – 2318 Hwy 38, Olin

Chairman Tim Fay called the meeting to order at 5:58 p.m.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the August 8, 2017 meeting minutes. All aye. Motion carried.
The Commission discussed possible changes to Article XVI Sign Requirements due to recent Board of Adjustment approvals to allow more than one wall sign in the C-1 Commercial District. The Commission reviewed the recent Board of Adjustment decisions and a comparison spreadsheet of Commercial Sign Regulations from adjoining counties and cities.

The public felt that the ordinance is too restrictive and wants the Commission to look at changes. A recommendation by Ned Rohwedder to allow up to three wall signs and/or allowing any combination of wall signage and post signage. No height or size dimensions were discussed.

Next meeting, if applications need to be heard will be November 14, 2017 at 6:00 p.m., however, if no applications are received, they will meet with the Board of Supervisors and the Board of Adjustment in a joint meeting on Tuesday, November 21, 2017 at 6:00 p.m.

Motion by McElheny seconded by Stamp to adjourn at 7:00 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes December 11, 2017 6:00 p.m.

Members present:
Tim Fay, Chairman
Jim McElheny
Dave Lubben
Lowell Tiedt
Keith Stamp

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Carlene Hinchman 1155 Bedford Ct., Marion
Rhonda Corum 259 3rd St. N, Central City
Tim Spicer 1546 County Home Rd., Marion

Chairman Tim Fay called the meeting to order at 6:00 p.m.

Motion made by Stamp seconded by Tiedt to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to approve the meeting minutes for the October 10, 2017 meeting minutes. All aye. Motion carried.

Motion by Stamp seconded by McElheny at 6:01 p.m. to open the public hearing for a preliminary plat for owners, Timothy T. Spicer, Rhonda L. Corum and Carleen J Hinchman and Eleanor Spicer Life Estate, to subdivide Lots 46, 51 62 and part of 61 in Sections 16 & the NW NE of Section 21 of Fairview Township containing approximately 73 acres and generally located along 102nd St., Anamosa into a four lot subdivision called Spicer First Addition.
The Land Use Administrator reviewed the subdivision regulations and went through the checklist. The preliminary plat is a four lot subdivision along 102\textsuperscript{nd} St. The preliminary plat does not meet the requirements for Article IV Section 6. Location – it is greater than ½ mile from County Rd E-34 which is the closest hard surfaced road. The preliminary plat also does not conform to Article V – Minimum Improvements Sections 2 & 3. The subdivision does not contain an interior street or conform to interior street standards for the three lots south of 102\textsuperscript{nd} St. The preliminary plat did not contain a Storm Water Pollution Prevention Plan as listed in Section 7. It also did not contain a soil erosion control plan and drainage control plan created by a licensed engineer.

The Commission and owners discussed alternatives to creating an interior street so that lots 3 & 4 could have sufficient access. The Commission agreed that a 30’ access easement was not a sufficient access for lots 3 & 4. The interior road must meet the requirements within the ordinance. A cul-de-sac was discussed and Road Association Agreement with adjoining landowners.

The owners have the option of withdrawing the application or going back to the surveyor to reconfigure the preliminary plat to conform to the ordinance.

Motion by McElheny seconded by Lubben to close the public hearing at 6:40 p.m.

Motion by Stamp seconded by Tiedt to table the preliminary plat for Spicer First Addition for 60 days.

Roll call vote.

McElheny – Aye
Stamp – Aye
Lubben – Aye
Tiedt – Aye
Fay – Aye

All aye. Motion carried.

Commission member Tiedt left at 6:45 p.m.

The Commission discussed possible changes to Article XVI Sign Requirements due to recent Board of Adjustment approvals to allow more than one wall sign in the C-1 Commercial District. The Commission discussed updating the ordinance to allow a maximum amount of square footage for signage per parcel with a maximum amount allowed. The Commission agreed that 25% of the front building face with a 200 sq. ft. maximum could be allowed for C-1 Commercial signage. This amount could be used in any combination of wall and post signage. It was decided C-2 Highway Commercial signage could also have 25% of the front building face amount for signage with a maximum of 300 sq. ft. Jim McElheny will make a draft of the proposal for review at the January meeting.

The Commission discussed possible text amendments to Article XIV Wind Turbines and Communication Tower Requirements for adding conditions to specify types of tower lighting. It was also discussed to require an engineer’s certification regarding co-location for new tower applications. The Commission also discussed wind farms and the ordinance requirements. It was decided to look further into adding wind farm requirements by 2019.

Next meeting, if applications need to be heard will be January 9, 2018 6:00 p.m.

Motion by Stamp seconded by McElheny to adjourn at 7:55 p.m. All aye. Motion carried.
Members present:
  Tim Fay, Chairman
  Jim McElheny
  Dave Lubben

Members absent:
  Lowell Tiedt
  Keith Stamp

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Mike and Cindy Davies – 23478 County Rd E-34, Anamosa
  Lloyd Eaken – Jones County Supervisor Dist. 5
  Ned Rohwedder – Jones County Supervisor Dist. 4
  Randy Williams – MMS Consultants

Chairman Tim Fay called the meeting to order at 6:00 p.m.

Motion made by Lubben seconded by McElheny to approve the agenda to the meeting. The Land Use Administrator noted that the Swanson’s Addition and Spicer Addition applications have been withdrawn by the owners and no longer require action. All aye. Motion carried.

Motion by McElheny seconded by Lubben to approve the meeting minutes for the December 11, 2017 meeting. All aye. Motion carried.

Motion by Lubben seconded by McElheny at 6:01 p.m. to open the public hearing for preliminary and final plats for owner Barner Storage LLC, to subdivide Outlot "A" of Mayberry Addition in the NE SW in Section 36 of Cass Township containing approximately 7.09 acres into a three lot subdivision called Barner's First Addition. The preliminary and final plats are a three lot subdivision along Circle Drive. The parcel is zoned C-2 Highway Commercial and the proposed use is for commercial use. Lot 3 is shaped like an upside down flag to allow for retention of the current billboard signage along Hwy 151. Lots 1 and 2 may be sold for commercial use. The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. Each lot will have an individual access from Circle Drive as approved by the County Engineer, which then will not require an interior street.
- There is no interior street. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. It also did not contain a soil erosion
control plan and drainage control plan created by a licensed engineer. It was requested by Randy Williams that a soil erosion control plan and Storm Water Pollution Prevention Plan be required once development occurs.

Tim Fay inquired about the proposed commercial use and the lighting ordinance. Randy Williams noted that at the time of construction, the site plan will be reviewed and any lighting concerns can be addressed with future developers.

Motion by McElheny seconded by Lubben to close the public hearing at 6:07 p.m.

Motion by McElheny seconded by Lubben to recommend approval of the preliminary and final plats for the Barner’s First Addition located in Section 36 of Cass Township containing three lots and to send the Commission’s recommendation for approval to the Board of Supervisors with the noted variance above and to waive the final plat hearing.

Roll call vote.
McElheny – Aye
Lubben – Aye
Fay – Aye
All aye. Motion carried.

The Land Use Administrator will take the subdivision to the Board of Supervisors once the final plat attachments are submitted. The Land Use Administrator will contact Penny Lode, interim zoning administrator at the City of Anamosa for approval due to being within two miles of the City of Anamosa.

Motion by Lubben seconded by McElheny at 6:11 p.m. to open the public hearing for preliminary and final plats for owner J. Parham Rentals LLC, to subdivide a portion of Parcel 2001-110 in NW SW of Section 36 in Cass Township into a two lot subdivision with an additional Outlot called Storage Addition. The preliminary and final plats are located along Circle Drive. The parcel is zoned C-2 Highway Commercial and the existing buildings are of a commercial use. Randy Williams described that Jill Parham has the intention of separating the two buildings for transfer. They are currently referred to as Annex 1 and Annex 2. Outlot A is a service area, loading dock, and parking area. The buildings have an existing well and a recorded well sharing agreement with adjacent land owner, Linn Jones FS Services Inc. No public improvements are expected. The Land Use Administrator is requesting that Outlot A be noted on the final plat as “non-buildable”.

The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. The subdivision has two existing shared access points from Circle Drive.
- There is no interior street. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. There is no new development expected. All structures are existing.

Motion by Lubben seconded by McElheny to close the public hearing at 6:19 p.m. All aye. Motion carried.
Motion by McElheny seconded by Lubben to recommend approval of the preliminary and final plats for the Storage Addition located in Section 36 of Cass Township containing two lots and an additional non-buildable outlot and to send the Commission’s recommendation for approval to the Board of Supervisors with the noted variances above and to waive the final plat hearing.

Roll call vote.
McElheny – Aye
Lubben – Aye
Fay – Aye
All aye. Motion carried.

The Land Use Administrator will take the subdivision to the Board of Supervisors once the final plat attachments are submitted. The Land Use Administrator will contact Penny Lode, interm zoning administrator at the City of Anamosa for approval due to being within two miles of the City of Anamosa.

Next on the agenda was a review of a preliminary plat for Jill Parham to subdivide a portion of Parcel 2017-81 in Government Lot 2 Section 14 of Fairview Township into a two lot subdivision called Swanson’s Addition. The Land Use Administrator received an email yesterday that the subdivision application is being withdrawn by the owner due to reasons that the property no longer requires a subdivision for sale or transfer.

On December 11, 2017, the Planning & Zoning Commission tabled a request for a preliminary plat for the Spicer First Addition. The Land Use Administrator was notified by owner Carlene Hinchman that they are withdrawing their application for the subdivision and no further action is necessary.

Next, the Land Use Administrator reviewed possible text amendments within the Jones County Zoning Ordinance. The text amendments included adding text for boundary corrections, including quarries as a Special Permitted Use within the A, C-1, C-2, I-2 Districts, updating the sign requirements within the C-1, C-2 and I Districts. They also reviewed a future article pertaining to quarries and extraction uses and other potential text amendments including minor subdivisions and energy conversion.

Next meeting, if needed, will be March 20, 2018 at 6:00 p.m.

Motion by Lubben seconded by McElheny to adjourn at 7:45 p.m. All aye. Motion carried.
Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Mike and Cindy Davies – 23478 County Rd E-34, Anamosa
Lloyd Eaken – Jones County Supervisor Dist. 5
Jarod McElmeel – applicant
Catherine Davies – 20263 42nd St., Anamosa,
Rick Caspers – 10908 212th Ave., Anamosa
Randy Caspers – 20901 131st St., Anamosa

Chairman Tim Fay called the meeting to order at 6:00 p.m.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Lubben to approve the meeting minutes for the February 13, 2018 meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny at 6:01 p.m. to open the public hearing for preliminary and final plats for owners Donald Hughes and Gerald McElmeel, to subdivide the N 3/4 SW SW except the North 367’ in Section 14 of Lovell Township containing approximately 19 acres into a one lot subdivision called McElmeel Acres. The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- The proposed subdivision does not contain two entrances or a roadway width of at least 66 feet wide as outlined in Chapter 4, Article V Section 2. The lot will have an access easement from 150th St., which then will not require an interior street.
- There is no interior street. Chapter 4, Article V Section 3.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. It also did not contain a soil erosion control plan and drainage control plan created by a licensed engineer. The area to be disturbed is less than one acre.

Motion by McElheny seconded by Stamp to close the public hearing at 6:05 p.m.

Motion by McElheny seconded by Stamp to recommend approval of the preliminary and final plats for McElmeel Acres located in Section 14 of Lovell Township containing one lot and to send the Commission’s recommendation for approval to the Board of Supervisors with the noted variances above and to waive the final plat hearing.

Roll call vote.
McElheny – Aye
Stamp – Aye
Fay – Aye
All aye. Motion carried.
The Land Use Administrator will take the subdivision to the Board of Supervisors once the final plat attachments are submitted. This plat will need to be reviewed by the City of Monticello because it is within two miles of the city.

Motion by Stamp seconded by McElheny at 6:07 p.m. to open the public hearing on a preliminary plat for owners, Rick & Virginia Caspers, to subdivide the NE 1/4 NE 1/4 and part of the NW 1/4 NE 1/4 in Section 15 of Fairview Township containing approximately 40 acres into a thirteen lot subdivision called Wapsi Ridge 1st Addition.

The Land Use Administrator reviewed the requirements within the ordinance and the following variances were noted:

- The south entrance is approximately 372’ over the half-mile requirement. County Road E-34 is the nearest hard surface road from Forest Chapel Rd., which is a stabilized gravel surface.
- Storm water pollution prevention plan requirements found in Section 7 of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance. Requirement waived until approval of the preliminary and is required to be submitted with the final plat.

The Commission discussed the following:

1) South entrance – According to the Jones County Engineer, the entrance is not allowed because it is too close to an intersection (Forest Chapel Rd.). It would be allowed as a driveway, but not as an entrance to a subdivision. In addition, the contours appear to have a 16-18% grade. Will need to make it at least 10%.
2) Subdivision lot 12 – it appears to have close to a 20% grade on the lot. According to the owner, there was a level spot for a building area.
3) Connection to existing driveway – could that be used as another subdivision entrance since the south entrance cannot be used? Or add a cul-de-sac to the end of the interior road?
4) Discussed cul-de-sac diameter. According to the ordinance, a 100’ right-of-way diameter is required, local EMS requires a 100’ diameter improved surface for turnaround of emergency vehicles.
5) Subdivision lot 12 – would also require a drainage easement across said lot.
6) North entrance – new gravel/rock/hard surface entrance that will be up to the landowners. Will be 66’ wide right-of-way and most likely be a 22’ wide surface.
7) Subdivision lot 13 – Reserved for owners future use? Yes
8) Water – Shared wells – up to 5 houses per well.
9) Septic systems – individual septic systems will be used.
10) Phasing of construction – all roads will be constructed right away.
11) Plat will be reviewed by the City of Anamosa since it is within two mile jurisdiction.

Motion by Stamp seconded by McElheny to close the public hearing at 6:31 p.m. All aye. Motion carried.

The Commission discussed the stabilized gravel surface of Forest Chapel Road and the future plans for Forest Chapel Road, the general area of Forest Chapel Road being heavily traveled and is an established residential area.
Motion by McElheny seconded by Stamp to recommend approval of the preliminary plat for Wapsi Ridge First Addition located in Section 15 of Fairview Township containing thirteen lots and to send the Commission’s recommendation for approval to the Board of Supervisors with the following variances:

- Variance to Section 6 – Location – subdivision location is greater than a ½ mile from a hard surface road due to Forest Chapel Road is a stabilized gravel surface that can withstand traffic to nearby subdivisions and that the second subdivision entrance should be moved to the north for safety reasons.
- Variance to Section 7 – Storm Water Pollution Prevention Plan – to be submitted with the final plat.

In addition, the following changes or notations shall be made for the final plat:

- Subdivision lot 12 can have access via the existing 60 feet access for a single driveway only.
- Cul-de-sac should be constructed or north entrance improved for a second access.
- Permanent 20’ permanent drainage easement platted for lots 9, 11, and 12.
- Subdivision lot 13 is reserved for owner’s future use.
- Sanitary systems and wells permitted by Environmental Services.
- All road constructed to a gravel surface.
- Grade not to exceed 10% on interior roads.
- Cul-de-sac shall have a 100 ft. improved surface diameter, suggested 120 ft. diameter right-of-way to allow for turnaround of emergency vehicles.

Roll call vote.

McElheny – Aye
Stamp – Aye
Fay – Aye
All aye. Motion carried.

Motion by Stamp seconded by McElheny to open the public hearing at 6:49 p.m. for owner, Randy Caspers, to subdivide the SE 1/4, NW 1/4 lying south of Ridge Road excepting 2016-87, the NE 1/4 SW 1/4, and the NW 1/4 SE 1/4 except the SE 1/4 NW 1/4 SE 1/4 all in Section 4 of Fairview Township containing approximately 97 acres into a twenty-six (26) lot subdivision called Countryside Acres.

The Commission reviewed the purpose of the outlots. Outlot A is a horse pasture and fenced in area. Outlot B is a non-buildable/non-useable area. Outlot C will be the pond. Outlot D will be a non-buildable habitat for wildlife/open field. Lot 19 may also change to a non-buildable outlot.

The roads will be a 6” macadam base over 6” of crushed stone base with a possibility of a cement road into the first four lots into the subdivision. The Commission and Land Use Administrator discussed the roads having its own designation as a lot and streets being 66’ wide and the road designation across the pond/dike. Cul-de-sac length greater than 750’ is no longer an issue because it does connect across the dike. Variance to the Section 7. Storm Water Pollution Prevention Plan as it is requested it will be required with the final plat. Water will be supplied by shared wells up to 5 units and water will be by individual septic systems. All roads and improvements will be made prior to the final plat being reviewed. The Land Use Administrator discussed the subdivision name. The plat must be reviewed and approved by the City of Anamosa because it is within the two mile review limit.

Move by Stamp seconded by McElheny to close the public hearing at 7:09 p.m. All aye. Motion carried.
Motion by McElheny seconded by Stamp to recommend the approval of the preliminary plat for a major subdivision up to 26 lots with 4-5 non-buildable outlots. This subdivision meets the requirements of the comprehensive plan, is consistent with the neighborhood, will have a road surface 20 ft. wide with macadam base and 12 ft. wide across dike and the driveway access for lots 8, 9, 14 and will be off the private road. A variance to Section 7. Storm Water Pollution Prevention Plan with the understanding that a plan to be submitted with the final plat. All aye. Motion carried.

Next meeting, if needed, will be April 17, 2018 at 6:00 p.m.

Motion by Stamp seconded by McElheny to adjourn at 7:15 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes April 17, 2018 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Lowell Tiedt
   Dave Lubben
   Keith Stamp

Members absent:
   Jim McElheny

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Jan Null – 19448 122nd Ave., Monticello
   Peg McCormick – 12174 190th St., Monticello
   Joan Sauser – 19052 122nd Ave., Monticello
   Bob Null 19448 122nd Ave., Monticello
   Mike and Cindy Davies – 23478 County Rd E-34, Anamosa
   Charlie Becker, Monticello – Director of Camp Courageous
   Phil Hanken – 12521 190th St., Monticello
   Jon Zirkelbach – Supervisors Dist. 3

Chairman Tim Fay called the meeting to order at 6:04 p.m. Introductions of the Commission, staff and visitors took place. Visitors were asked to complete a sign in sheet.

Motion made by Stamp seconded by Tiedt to approve the agenda to the meeting. All aye. Motion carried.
Motion by Stamp seconded by Tiedt to approve the meeting minutes for the March 20, 2018 meeting. All aye. Motion carried.

Motion by Lubben seconded by Tiedt at 6:05 p.m. to open the public hearing for a request from owner, Camp Courageous of Iowa to rezone five parcels from the Agricultural District to the C-2 Highway Commercial District to replace an existing, non-conforming sign with a new digital message board at the camp’s main entrance and for future growth in facilities and staffing. The five parcels are described as follows:

1) **Old School** – S 218’ E 218’ of Section 36 of Lovell Township – 12992 190th St., Monticello
2) **Weepie** – Parcel 2001-69 in N 1/8 E ½ NW Section 6 of Scotch Grove Township -12645 190th St., Monticello
3) **Durgin** – E 990’ N 1320’ NE ¼ Section 6 of Scotch Grove Township – 12101 190th St., Monticello
4) **Base camp** – NW NW Section 5 of Scotch Grove Township – 12007 190th St., Monticello
5) **Pitlik Addition** – N ½ S ½ NW W of River Section 5 of Scotch Grove Township, no E911 address

The Land Use Administrator noted all adjoining landowner letters were received, several written comments were received, distributed to the Commission and read aloud by the Land Use Administrator. The four red zoning signs were returned.

Hanken indicated that he agrees with the neighbors written comments regarding the application. No additional signage is required along 190th St. because it is a dead end road and it does not require anyone to turn off 190th St. to get to the camp.

The Land Use Administrator explained the process in which the application for rezoning was received. Initially, Camp Courageous applied for a Variance request with the Board of Adjustment to replace an existing, non-conforming sign with a new digital message board. Becker indicated that the sign is approximately 30 years old and is in need of repair. It was the Board of Adjustment’s recommendation to have Camp Courageous be rezoned to C-2 Highway Commercial and therefore, tabled the decision for 60 days for it to be reviewed by the Planning & Zoning Commission.

Becker explained that the camp sells naming rights to donors, many signs on houses and structures. Many are for building identification, it is not the intention for signs like Las Vegas. The sign on 190th St. and Hwy 38 is a DOT sign, it is reflective and has a DOT number on the back and is regulated through the DOT.

Null was in favor of rezoning the base camp only instead of all parcels requested. 190th St. used to be a quiet country road, however, camp has grown so much.

The public and Becker discussed the proposed sign and future signage, flashing signs and digital signs. Becker explained the camp has approximately 100,000 visitors per year, has 25 buildings and 50 employees and up to 100 seasonally.
The Land Use Administrator read the intent and permitted uses within the C-2 Highway Commercial District and discussed the differences between the C-2 Highway Commercial, Agricultural and Residential Sign Requirements.

The public did not seem opposed to rezoning at the base camp location, but not at the other locations. Chairman Tim Fay commented that Conservation Director Brad Mormann did not provide any comments on the proposed rezoning and he checked with several conservation members who did not know about the proposal and wished to have more information and Fay proposes that the item be added to the conservation board’s next agenda.

The public discussed the heavy traffic along 190th during the summer months from people going to the river.

Motion by Tiedt seconded by Lubben to close the public hearing at 7:05 p.m.

Motion by Tiedt seconded by Stamp to table the request for rezoning until review by the Jones County Conservation Board and further research on zoning districts for recreational purposes.

Roll call vote.
Lubben - Aye
Tiedt - Aye
Stamp – Aye
Fay – Aye
All aye. Motion carried.

The Land Use Administrator will add the item to the Conservation Board’s May 14th meeting.

The Commission reviewed text amendments within the Zoning Ordinance including adding text for boundary corrections, including quarries as a Special Permitted Use within the A, C-1, C-2, I-1 Districts, updating the sign requirements within the C-1, C-2, and I Districts. The Land Use Administrator will continue to review the amendments and share them with local quarry representatives for input.

The Commission reviewed the revised preliminary plat for Wapsi Ridge 1st Addition for Rick Caspers. A cul-de-sac was added at the end of the dead end road, however, there is not a second access for the subdivision. The waiver or variance to the second entrance was not included in the previous recommendation to the Supervisors. Motion by Tiedt seconded by Lubben to recommend a second entrance/exit be constructed on the preliminary plat.

Roll call vote:
Lubben – Aye
Tiedt – Aye
Stamp – Aye
Fay – Aye

Next meeting, if needed, will be May 8, 2018 at 7:00 p.m.

Motion by Stamp seconded by Lubben to adjourn at 7:56 p.m. All aye. Motion carried.
Members present:
  Tim Fay, Chairman
  Keith Stamp
  Jim McElheny

Members absent:
  Lowell Tiedt
  Dave Lubben

Staff present:
  Michele Lubben, Jones County Land Use Administrator

Visitors present:
  Cal Wilson, applicant – 2574 Indian Hill Rd. SE, Cedar Rapids

Chairman Tim Fay called the meeting to order at 6:59 p.m.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the April 17, 2018 meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp at 7:01 p.m. to open the public hearing for a request from owners, Calvin & Kim Wilson, to subdivide Parcel 2017-94 in the SW SW in Section 15 of Fairview Township containing approximately 2.23 acres into a two-lot subdivision called Lauren's Addition.

The Land Use Administrator noted that the Commission received copies of the preliminary plat, the 911 Coordinator’s and Environmental Service Coordinator’s comments and the request for variances from the owner. The noted variances are to Section 6. for the location, it is greater than a half mile from a hard surface road and Section 7. Storm Water Pollution Prevention plan as there are no improvements and according to the surveyor, none is required for this preliminary plat.

Wilson intends to demolish all current structures on the property. The plan is to build on one parcel right away and build a second structure after a year. The subdivision may have a shared well. The current well will be tested. Each parcel will have an individual septic system.

Wilson explained the location of this parcel is at the intersection of 102nd St and 215th Ave. From 102nd St. to the west it is approximately 1 mile to County Rd E-34 near the old Rainbow Supper Club. From 215th Ave to the north it is approximately .6 mile to County Rd E-34. From 215th Ave. to the south to Hwy 151 is approximately .8 mile. This parcel is adjacent to Turkey Hollow 1st Addition to the north along 102nd St. and is located within the Residential District of Jones County and is within the two-mile radius of the City of Anamosa.
Motion by Stamp seconded by McElheny to close the public hearing at 7:14 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend approval of the preliminary plat of Lauren’s Addition based on the following:

- This subdivision is a minor two lot subdivision on existing roads with no improvements required.
- The property is properly zoned Residential.
- The proposal is consistent with the 2012 Comprehensive Plan.
- The subdivision is within the two mile limit of the City of Anamosa and will require their review and approval.
- Any new construction shall meet the minimum 30 ft. setbacks from the county right-of-way and a 10 ft. side yard setback according to the Jones County Zoning Ordinance.
- A well may be shared if a well sharing agreement is recorded and approved by the Jones County Environmental Services department. Septic systems must be approved by the same department.
- All existing structures are to be demolished.
- The preliminary plat is greater than a half mile from a hard surface road, Article IV, Section 6. Location.
- The preliminary plat does not contain an interior road, therefore not requiring a Road Association Agreement and no cul-de-sac is required. Article V, Section 2.
- The preliminary plat did not contain a Storm Water Pollution Prevention Plan according to Article V, Section 7. According to the developer and surveyor, no improvements are expected.
- The plat is subject to approval of the final plat within two years of this date.

Roll call vote:
McElheny – aye
Stamp – aye
Fay – aye
All aye. Motion carried.

Next meeting, if needed, will be June 12, 2018 at 6:00 p.m.

Motion by Stamp seconded by McElheny to adjourn at 7:30 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission    Meeting Minutes    June 12, 2018 6:00 p.m.

Members present:
    Tim Fay, Chairman
    Keith Stamp
    Jim McElheny
    Lowell Tiedt

Members absent:
    Dave Lubben
Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
Charlie Becker, Monticello
Sharon Roller, Monticello
James Kurth, Monticello
Tobias Luetkemeier, Monticello
Julie O’Connor, Morley
Rolando Miguel Morales, Monticello
Jeanne Muellerleile, Monticello
Jim Zimmerman, Monticello
Wyatt O’Connor, Morley
Craig Lampe, Monticello
Sheri, Lampe, Monticello
Steve Supple, Cascade
Tim Raine, Anamosa
Matt Bollwitt, Monticello
Phil Hanken, Monticello
Mike Davies, Anamosa
Cindy Davies, Anamosa
Joan Sauser, Monticello
Ed Sauser, Monticello
Cindy Hall – Chairperson BOA, Monticello
Peg McCormick, Monticello
Jan Null, Monticello
Bob Null, Monticello
Ashley Kula, Monticello

Chairman Tim Fay called the meeting to order at 5:59 p.m.

Motion made by Tiedt seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the May 8, 2018 meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny at 6:01 p.m. to open the public hearing for a final plat request from owners, Calvin & Kim Wilson, to subdivide Parcel 2017-94 in the SW SW in Section 15 of Fairview Township containing approximately 2.23 acres into a two-lot subdivision called Lauren’s Addition.

The Land Use Administrator noted that the Commission received copies of the final plat, noting there were no major changes since the preliminary plat was approved last month. The Commission discussed the final plat and any concerns.

Motion by Stamp seconded by McElheny to close the public hearing at 6:02 p.m. All aye. Motion carried.
Motion by McElheny seconded by Stamp to recommend approval of the final plat of Lauren’s Addition with the following variances noted:

- The preliminary plat is greater than a half mile from a hard surface road, Article IV, Section 6. Location.
- The preliminary plat does not contain an interior road, therefore not requiring a Road Association Agreement and no cul-de-sac is required. Article V, Section 2.
- The preliminary plat did not contain a Storm Water Pollution Prevention Plan according to Article V, Section 7. According to the developer and surveyor, no improvements are expected.

Roll call vote:
McElheny – aye
Stamp – aye
Tiedt - aye
Fay – aye
All aye. Motion carried.

The Land Use Administrator will take the preliminary plat to the Board of Supervisors for review at the June 19, 2018 meeting and the final plat can be reviewed once the final plat attachments are received in the Land Use office.

Next on the agenda is action on a rezoning request for Camp Courageous that was tabled for review by the Board of Supervisors and the Conservation Board from the April 17, 2018 meeting. Twenty-four people were in attendance for the proposal.

Commission member Jim McElheny missed the April meeting in which the public hearing took place on the application and therefore had questions for Charlie Becker and the public. McElheny asked about meeting the current sign regulations, plans for expansion within the next five years, and uses of Old School/Weepie whether they are rental houses or part of employee compensation.

McElheny did not think the legal case referenced by the Land Use Administrator in the written report had particular adaptability to the case. He felt that it did not constitute illegal spot zoning because of its long standing pre-established use and felt that the current Special Permitted Use issued in 2015 fit the criteria. Board of Adjustment Chairperson Cindy Hall explained that the variance request heard by the Board of Adjustment in March did not meet the standards for a variance and after considerable discussion decided to get input from the Planning & Zoning Commission.

McElheny was concerned with meeting the criteria within the C-2 Highway Commercial District and felt that Base Camp and Durgin could meet the intention of the district and had concerns with setting precedence in the Agricultural Zoning District and protection of agricultural land within the Agricultural District as mentioned within the Comprehensive Plan. McElheny did not think C-2 Highway Commercial intent was met for the Weepie Addition, Old School or Pitlik Addition since it has no intention of being developed.

Fay asked what the Durgin Pavilion had to justify zoning to C-2 Highway Commercial and Becker and Muellerleile commented that the Durgin Pavilion is starting to get very busy with rentals for graduations, weddings, bridal showers, etc. Durgin has a 250 people maximum capacity.
Fay opened the meeting up to_neighbor’s comments. Phil Hanken commented that rezoning Base Camp and the Durgin Pavilion made sense, however, leave the houses (Weepie Addition and Old School) and the bare ground (Pitlik Addition) as Agricultural. Neighbors also indicated that rezoning to C-2 could encourage more expansion and less oversight for Camp Courageous. Neighbors indicated that non-lit signs don’t matter, it just the lighted signs that are concerned with.

The Land Use Administrator explained the process of a map amendment and the role of the Planning & Zoning Commission and Conditional Zoning Agreements.

Rentals at Durgin Pavilion are generally over by 9-10 p.m. and contain no alcohol or tobacco at Camp Courageous according to Muellerleile.

The Land Use Administrator explained the difference of a zoning change which is permanent versus a special permitted use is specifically issued to the owner of the property.

Motion by Stamp seconded by McElheny to remove the item from the table from April 7, 2018. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend approval through a Conditional Zoning Agreement with the following conditions:

- Camp Courageous campus, not including the Weepie Addition and Old School House, is currently zoned Ag with a Special Use Permit for a Commercial Recreational facility.
- The proposal although not consistent with the Comprehensive Plan on its face, the fact that the initial and developed usage existed well before the Plan adoption, and, the approval of a Special Use Permit for Commercial Recreational Use in 2015, creates conditions that ameliorate the Plan.
- The existing uses have co-existed compatibly with the neighborhood for several years.
- The Conservation Board and DNR offered no use related objections.
- The Weepie Addition, Old School House, and Pitlik Addition parcels shall remain within the Agricultural Zoning District.
- There is no long range Master Development Plan for Camp Courageous, and as such, only the Base Camp and Durgin Pavilion parcels should be rezoned the C-2 Highway Commercial District.
- The amended proposal would minimize impacts on the neighborhood.
- The proposal, as amended, should be submitted to the City of Monticello for their review.
- All signage, lighting, and other zoning requirements shall be carefully complied with.
- All future development shall be subject to review and approval by the Planning & Zoning Commission.
- Non-camper related activities (rentals) of Durgin Pavilion shall cease by 11 p.m.

Roll call vote:
McElheny – aye
Stamp – aye
Tiedt – aye
Fay – aye
All aye. Motion carried. The Land Use Administrator will go to the Board of Supervisors on June 19th to request a hearing date be set for the next public hearing.

Next meeting, if needed, will be July 10, 2018 at 6:00 p.m.

Motion by Stamp seconded by McElheny to adjourn at 6:46 p.m. All aye. Motion carried.
Land Use Administrator talked with neighbor Dianne Bohlken and explained the application and she had no comments on the application.

Chris Wiese from CellSite Solutions discussed the proposed tower and the needs for the tower project to provide preemptive emergency services on the AT&T network. In the last year, CellSite Solutions has installed three towers located near Cascade (Supple), Wyoming (Eichhorn), and Langworthy (Monck). In total, CellSite Solutions has 8 towers located within Jones County. The Commission discussed the existing quarry on the property, which is operated by Mathy out of Wisconsin.

Motion by Lubben seconded by Tiedt to close the public hearing at 8:08 a.m. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to recommend approval to the Board of Supervisors based on the following:

- The property is currently zoned R-Residential and is on the boundary of the A-Agricultural District.
- The property is in a long established agricultural use with a quarter-quarter (40 acres) used as an existing quarry.
- The adjacent uses are agricultural to the north, south and west and a separate quarry to the east.
- Cell towers are not permitted in the Residential District and are a Special Permitted Use within the Agricultural District.
- Rezoning to the Agricultural District would be consistent with the neighborhood and is not considered spot zoning.
- The applicant shall carefully follow the requirements within the Agricultural District.

Roll call vote:
McElheny – aye
Lubben - aye
Tiedt - aye
Fay – aye
All aye. Motion carried.

The Land Use Administrator will take the recommendation to the Board of Supervisors on June 26th to request a public hearing date.

Motion by Tiedt seconded by McElheny to adjourn at 8:15 a.m. All aye. Motion carried.
Keith Stamp

Members absent:
   None

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Nancy Shaffer, Anamosa
   Cody Shaffer, Anamosa
   Randy Caspers, Anamosa
   Carlene Hinchman, Marion
   Rhonda Corum, Central City

Chairman Tim Fay called the meeting to order at 5:57 p.m.

Motion made by Tiedt seconded by Stamp to approve the revised agenda to the meeting. The chairperson will be appointed and administrative rules adopted at the end of the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the June 12 and June 19, 2018 meetings. All aye. Motion carried.

Motion by McElheny seconded by Lubben to open the public hearing at 6:00 p.m. for owner, Shaffer Plumbing & Heating to rezone a parcel legally described as Lot 2 of Fagen’s 1st Addition of Section 11 of Fairview Township and generally located at 248 Shaw Rd., Anamosa. The request is to rezone the parcel from the R-Residential District to the C-1 Commercial District to build a 2,500 sq. ft. shop/warehouse with 1,000 sq. ft. of office space for Shaffer Plumbing and Heating LLC. All aye. Motion carried.

Cody Shaffer indicated that the size of the building might be 2500 – 3000 sq. ft. with 14’ sidewalls. Shaffer indicated a temporary 10’ construction easement has recently been granted for the trail along Shaw Rd. McElheny asked about the number of employees. Shaffer indicated they have three full time and a few part time employees as needed. With the new building, they may expand to ten employees. Parking, lighting and hours of operation were discussed. Limited retail sales on the premises. The building will be for storage of materials and trucks. There will be an office where someone will work til approximately 5:00 p.m. No outdoor storage other than a vehicle or trailer.

The Land Use Administrator indicated that the Commission received copies of the application, aerial maps, and the written report. The Land Use Administrator indicated that all certified letters adjoining landowner letters were received. No written or verbal comments were received on the application.

Shaffer and the Land Use Administrator discussed the site plan.
Motion by Stamp seconded by Lubben to close the public hearing at 6:17 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend approval to the Board of Supervisors based on the following:

- The proposal is consistent with the Comprehensive Plan.
- The proposal will not substantially alter the neighborhood conditions.
- The development will consist of an approximate 3,000 sq. ft. office and warehouse/shop with parking.
- The proposal is consistent with the C-1 Commercial Ordinance.
- Signage shall comply with the Sign Ordinance.
- Lighting shall comply with the Lighting Ordinance.
- The address shall be corrected to the County E911 requirements.
- The sanitary and water connections must comply with the Environmental Health Department.

Roll call vote:
Lubben – aye
McElheny - aye
Stamp – aye
Tiedt - aye
Fay – aye
All aye. Motion carried.

The Land Use Administrator will take the recommendation to the Board of Supervisors on July 17th to request a public hearing date. The red zoning sign was returned.

Motion by Lubben seconded by Stamp to open the public hearing for a final plat for owner, Randy Caspers, to subdivide the SE 1/4, NW 1/4 lying south of Ridge Road excepting Parcel 2016-87, the NE 1/4 SW 1/4, and the NW 1/4 SE 1/4 except the SE 1/4 NW1/4 SE 1/4 all in Section 4 of Fairview Township containing approximately 97 acres into a twenty-four (24) lot subdivision and containing 4 non-buildable outlots and a non-buildable Lot A called Hunter’s Crossing.

Commission member Tiedt left at 6:40 p.m.

The Land Use Administrator provided a large copy of the plat for Hunter’s Crossing. Individual copies were not available at the time of the meeting because of recent revisions and the large size of the plat. The Commission reviewed the recent changes, which included platting the roads as individual lots. Kristi Aitchison (GIS) and Vicki Starn (Real estate deputy) have also been reviewing the plat for accuracy. The Land Use Administrator noted there were some discrepancies on the plat that need to be corrected for GIS and Real estate. The Land Use Administrator wanted clarification on Lot A which is the pond and 30 ft. access being used for emergency purposes. It was discussed that it did not meet road requirements, was not going to be used as a designated road, but used as an emergency service road. The Commission recommended connecting the emergency service road between Johanna Lane (now 227th Ave.) and Rosann Dr. (now 226th Ave.) Only one lot (Lot 24) will be accessed through a private easement past Rosann Dr. (now 226th Ave.) Johanna Lane (now 226th Ave.) will be the first lots to be developed. Three wells are to be installed. The Environmental Services Coordinator has reviewed the well sharing.
agreement. The Land Use Administrator reviewed the requirements within the subdivision ordinance with the Commission.

Motion by Lubben seconded by McElheny to close the public hearing at 7:30 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend the approval of the final plat for Hunter’s Crossing, a major subdivision with 24 buildable lots, 3 non-buildable lots (pond and roads) and four non-buildable outlots. This subdivision meets the requirements of the comprehensive plan, the Jones County Subdivision Ordinance and is consistent with the neighborhood. All aye. Motion carried.

Roll call vote:
Lubben – aye
McElheny - aye
Stamp – aye
Tiedt - aye
Fay – aye
All aye. Motion carried.

Motion by Stamp seconded by Lubben to appoint Tim Fay as the 2018-2019 Chairman. All aye. Motion carried.

Motion by Stamp seconded by McElheny to adopt the 2018 Administrative Rules as presented. All aye. Motion carried.

The Land Use Administrator updated the Commission on upcoming legal action pertaining to the zoning ordinance (Seeley vs. Board of Adjustment), 2018 text amendments, concern for bicycle signage along designated hard surfaced county roads, and upcoming meetings. No action was necessary.

Next meeting, if needed, is August 14, 2018. Application deadline is July 25, 2018.

Motion by Stamp seconded by Lubben to adjourn at 7:45 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission   Meeting Minutes   November 13, 2018 6:00 p.m.

Members present:
   Jim McElheny
   Dave Lubben
   Keith Stamp

Members absent:
   Tim Fay, Chairman
Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Leo Bonifazi, land surveyor

The Land Use Administrator appointed Jim McElheny as chairperson for the meeting due to the absence of the chairman. McElheny called the meeting to order at 6:05 p.m.

Motion made by Stamp seconded by Lubben to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the July 10, 2018 meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to open the public hearing at 6:05 p.m. for preliminary and final plats for owner, Marek Family Revocable Living Trust, to subdivide Parcel 95-87 & 95-88 in Lot 2 of Deerwood Trails 2nd Addition in Section 14 of Fairview Township containing approximately 9.42 acres into a two lot subdivision called Marek Family First Addition. All aye. Motion carried.

Bonifazi was available to discuss the preliminary and final plats. He discussed that the current Parcel 95-87 and Parcel 95-88 which were recently combined for tax purposes and represented by the dashed lines on the plat are being requested to “rebalance” or change the existing property lines between the two parcels for sale or transfer. The Land Use Administrator noted the because this is in a current subdivision and there has been one split since the April 1, 1998 date, any future splits are required to go through the subdivision process. There are no new improvements. The Land Use Administrator noted the following variances:

Article V – Minimum Improvements
   • Section 2 - Streets and Access Points – there are no new roads, there will not be two access points and no new Road Association Agreement. Access for new dwelling will be off Red Fox Rd.
   • Section 3 – Interior Street Standards - There will be no cul-de-sac or interior road. Access will be off existing Red Fox Rd.
   • Section 7 – Storm Water Pollution Prevention Plan – Only one new lot is being created and the disturbance is expected to be less than one acre.

Motion by Stamp seconded by Lubben to close the public hearing at 6:12 p.m. All aye. Motion carried.

Discussion by the Planning & Zoning Commission took place. It was discussed that the property is located within the Residential District and within a previously recorded subdivision (Deerwood Trails 2nd Addition).

Motion by Lubben seconded by Stamp to recommend approval of the preliminary and final plats of the Marek Family First Addition to the Board of Supervisors. This subdivision meets the requirements of the
The comprehensive plan, is approved with the variances noted above and is consistent with the neighborhood.

Roll call vote:
Lubben – aye
Stamp – aye
McElheny - aye
All aye. Motion carried.

The Land Use Administrator will take the recommendation to the Board of Supervisors when all final documents have been received.

The Land Use Administrator gave updates on recent land use activities and zoning related matters since the last meeting. The Commission discussed possibly getting in contact with the new Jones County Economic Development director.

Next meeting, if needed, will be December 11, 2018 at 6:00 p.m. Deadline for applications will be November 21, 2018.

Motion by Stamp seconded by Lubben to adjourn at 7:00 p.m. All aye. Motion carried.
Fay called the meeting to order at 6:00 p.m. Introductions took place.

Motion made by Lubben seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Lubben to approve the meeting minutes for the November 13, 2018 meeting. All aye. Motion carried.

Fay opened the discussion requesting comments from the Board of Adjustment. The Board of Adjustment commented on the recent Center Junction setback variances that were approved. They would like to see language within the ordinance that allows for a reduced setback in unincorporated villages. Ned Rohwedder commented he would like to see the changes to the sign regulations. Lumsden gave an update on economic development within the county and goals of the Jones County Economic Development group and ways to see growth within Jones County.

Planning & Zoning would like to continue to review text amendments such as a wind ordinance, mixed use ordinance, boundary corrections, tower painting color, sign regulations, quarries and pre-existing small lots, and minor subdivision.

Next meeting, if needed, will be January 8, 2019 at 6:00 p.m. Deadline for applications will be December 26, 2018.

Motion by Stamp seconded by Lubben to adjourn at 7:35 p.m. All aye. Motion carried.
Fay called the meeting to order at 6:00 p.m.

Motion made by Tiedt seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to approve the meeting minutes for the December 11, 2018 meeting. All aye. Motion carried.

Motion by Stamp seconded by Tiedt to open the public hearing at 6:01 p.m. for Ricky & Virginia Caspers, to subdivide part of the NW NW, part of the NE NE and Parcel 2017-60 in Section 15 of Fairview Township containing approximately 48.51 acres into a fifteen lot subdivision called Wapsi Ridge 1st Addition. The Land Use Administrator reviewed the minutes from the March 20, 2018 meeting with the suggested changes and variances from the preliminary plat. The Land Use Administrator went to the subdivision and verified the road improvements have been installed. The Storm Water Pollution Prevention Plan was received with the Final Plat and reviewed by the Land Use Administrator.

Motion by Stamp and seconded by Tiedt to open the public hearing at 6:01 p.m.

Motion by McElheny seconded by Stamp to send a recommendation to the Board of Supervisors to approve the Final Plat of Wapsi Ridge 1st Addition in Section 15 of Fairview Township, which contains fifteen buildable lots and two outlots (roads) with a variance to the subdivision ordinance Article IV Subdivision Design Section 6. Location due to the subdivision is greater than a half mile from a hard surface road.

Roll call vote:
McElheny: Aye
Stamp: Aye
Tiedt: Aye
Fay: Aye
All aye. Motion carried.

The Land Use Administrator will add the Final Plat for the Wapsi Ridge 1st Addition to the Board of Supervisors agenda for January 15, 2019.

Motion by Tiedt seconded by Stamp to open the public hearing at 6:10 p.m. for preliminary and final plats for a re-subdivision of Lot 1 of Energy Consultants Group Addition into two lots to correct an encroachment of an accessory building on an adjacent parcel.

The Land Use Administrator explained the proposal and variances required for the re-subdivision of Lot 1 of Energy Consultants Group Addition.

Motion by Stamp seconded by McElheny to close the public hearing at 6:25 p.m.
Motion by McElheny seconded by Tiedt to table the recommendation for Energy Consultants Group Second Addition until testimony from the owner. All aye. Motion carried.

Commission member Stamp left at 6:30 p.m.

Commission members discussed text amendments such as quarry provisions, sign regulations, wind energy conservation systems and setbacks for such uses. The Land Use Administrator will continue to review and research items to include in the text amendments. No action was taken.

The Land Use Administrator reviewed recent land use items such as a possible new communication tower near Forest Chapel Road in Fairview Township, lighting requirements and possible violation for property outside Anamosa on County Road E-34, and a possible split and rezoning for property near Scotch Grove. No action was taken.

Next meeting, if needed, will be February 19, 2019 at 7:30 a.m. Deadline for applications will be January 30, 2019.

Motion by Tiedt seconded by McElheny to adjourn at 7:15 p.m. All aye. Motion carried.
Motion by McElheny seconded by Stamp to approve the meeting minutes for the January 8, 2019 meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to open the public hearing at 7:32 a.m. for preliminary and final plats for a re-subdivision of Lot 1 of Energy Consultants Group Addition into two lots to correct an encroachment of an accessory building on an adjacent parcel. All aye. Motion carried.

The Land Use Administrator explained the proposal and variances required for the re-subdivision of Lot 1 of Energy Consultants Group Addition. The Land Use Administrator discussed the options for correcting the encroachment. Option one includes removing the portion of the structure similar to what was completed for property in a subdivision in Center Junction or the second option is a re-subdivision of Lot 1 of Energy Consultants Group. Since this is in a Commercial District, the subdivision was the option presented to the owner. Gideon reported that when putting in a foundation last fall it was determined that what was believed to be a property line was not matching up. The Land Use Administrator had determined that a garage had an addition built in 2016-2017. This would not have required a permit, but the Land Use Administrator would have stressed the importance of meeting setbacks on the property. The assessor’s office picked up the structure in 2017. McElheny noted that the southwest point of Lot 1 Energy Consultants Group 2nd Addition was a newly set pin and would not have been there previously. The Land Use Administrator noted the following variances to the Jones County Subdivision Ordinance:

**Article V – Minimum Improvements**

- **Section 2 - Streets and Access Points** – there are no new roads, there will not be two access points and no new Road Association Agreement. Lot 2 does not have an access because it will be conveyed to the adjacent owner Michelle Flammang and will be considered for zoning purposes to one lot with the adjacent parcel.
- **Section 3 – Interior Street Standards** - There will be no cul-de-sac or interior road.
- **Section 7 – Storm Water Pollution Prevention Plan** – Only one new lot is being created (Lot 2) and no new construction is expected on the new lot. Lot 1 has a current Storm Water Pollution Prevention Plan that was submitted with the previous subdivision.

Motion by Stamp seconded by McElheny to close the public hearing at 7:41 a.m.

Motion by McElheny seconded by Stamp to recommend approval of the preliminary and final plats for Energy Consultants Group Second Addition with the variances noted above to correct an encroachment of an accessory building on an adjacent parcel.

Roll call vote:
McElheny – aye
Stamp – aye
Fay – aye
All aye. Motion carried.
Motion by Stamp seconded by McElheny to open the public hearing at 7:44 a.m. for preliminary and final plats for owner, Mitchel L. Rogers to subdivide Parcel 2008-07 in SE SW Section 5 and NW NW Section 8 of Washington Township into a one-lot subdivision called Tin City Acres. All aye. Motion carried.

The Land Use Administrator discussed the reason for the one-lot subdivision is that the property is both in the Residential and in Agricultural Zoning Districts. The placement of the new house and ¾ of the parcel is within the Residential District. The parcel had been previously split from the original farm in 2008. There was previously a mobile home on the property, Mitchel Rogers has placed a doublewide structure on a foundation on the property, and for mortgage purposes is splitting the entire parcel of 18.7 acres into a one-lot subdivision. Lot 1 will be 5.49 gross acres and have access from the existing county road (Riverview Rd.) The Land Use Administrator noted the following variances to the Jones County Subdivision Ordinance:

Article V – Minimum Improvements
- Section 2 - Streets and Access Points – there are no new roads, there will not be two access points and no new Road Association Agreement.
- Section 3 – Interior Street Standards - There will be no cul-de-sac or interior road. Access will be off existing Riverview Road.
- Section 7 – Storm Water Pollution Prevention Plan – Only one new lot is being created and the area disturbed is expected to be less than one acre.

Motion by Stamp seconded by McElheny to close the public hearing at 7:49 a.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to recommend approval of Tin City Acres, a one-lot subdivision in Section 5 and 8 of Washington Township with the variances noted above.

Roll call vote:
McElheny – aye
Stamp – aye
Fay – aye

All aye. Motion carried.

Motion by Stamp seconded by McElheny to open the public hearing at 7:51 a.m. for applicant, Brian Kearney and owner, David Naylor to rezone a parcel legally described as Parcel A in the SE NW of Section 17 of Scotch Grove Township. The request is to rezone a portion of the parcel from the A-Agricultural District to the R-Residential District to allow a future split of the property and to be combined with the adjacent residential property. All aye. Motion carried.

Commission member Tiedt arrived at 7:52 a.m.
The Land Use Administrator noted all adjoining landowner letters were received and no written or verbal comments were received. The written report was sent to the Commission, the applicant and the owner. The red zoning sign has been returned.

Angela Kearney was present for the discussion and was able to answer questions regarding the proposal. The Land Use Administrator explained that the parcel was originally created in 1991 and is currently in the Agricultural Zoning District. The parcel is currently 3.34 acres since a small portion was split and conveyed to a previous owner to correct a boundary. The owner wishes to keep the remainder of the parcel as Agricultural and has submitted the necessary Agricultural Exemption application, site plan and tax documentation to prove so. Since this parcel does not qualify for any residential splits in the Agricultural District, the proposal is to re-zone approximately one acre to the north for a future split. Then once the split is completed, Naylor can convey the newly created parcel to the Kearney’s via a deed. Once that deed is filed, Kearney’s will then be required to survey their existing residential parcel, the W 35’ of the N 290’ and the newly created parcel to encompass their entire residential property into one tax parcel. Since parcels will eventually be combined and the remainder of the Parcel A staying as Agricultural, there will be no subdivision regulations. Kearney indicated the proposal for the newly created one acre would be for personal use and to extend their backyard.

Motion by Stamp seconded by Tiedt to close the public hearing at 7:59 a.m. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to recommend approval to rezone a portion of a parcel legally described as Parcel A in the SE NW of Section 17 of Scotch Grove Township from A-Agricultural to R-Residential.

Roll call vote:
McElheny – aye
Stamp – aye
Tiedt – aye
Fay – aye
All aye. Motion carried.

The Land Use Administrator updated the Commission on the possible lighting violation for Dean Wood located at 21597 County Rd. E-34, Anamosa. They discussed Article XV Lighting Requirements and possible text amendments. Fay distributed a handout showing acceptable and unacceptable forms of shielded lights. Fay indicated Wood has possibly shielded all three lights on the building, however, the shield does not substantially reduce light glare.

Motion by Stamp seconded by McElheny for Chairman, Tim Fay to discuss Article XV Lighting Requirements with the Jones County Attorney to determine if there is a violation at 21597 County Rd. E-34, Anamosa. All aye. Motion carried.

Commission members discussed text amendments such as quarry provisions, wind energy conservation systems and setbacks for such uses. The Land Use Administrator will send the quarry text amendments to local quarry operators. McElheny has extensively researched wind energy conservation ordinances.
within Iowa and will continue to work on text amendments for our current ordinance. The Commission agreed wind energy conservation systems would be allowed within the Agricultural Zoning District as a Special Permitted Use to be approved by the Board of Adjustment.

Commission member Stamp left at 8:40 a.m.

Kris Doll, Onslow, is expected to be appointed to fill the vacancy left by retiring member Dave Lubben in District 3 at today’s Board of Supervisor meeting. The Land Use Administrator hopes to have her attend the next meeting.

Next meeting, if needed, will be March 12, 2019 at 6:00 p.m. Deadline for applications will be February 20, 2019. If newly appointed commission member Kris Doll cannot make it, the meeting will be rescheduled and members will be notified of the new date and time.

Motion by McElheny seconded by Tiedt to adjourn at 8:53 a.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes March 11, 2019 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Kristina Doll

Members absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   John Tuthill – Wending Quarries Property manager
   Dillon Dane – Wendling Quarries representative
   Ben Schrader – Bard Materials Land and Mine development

Fay called the meeting to order 5:59 p.m.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the February 19, 2019 meeting. All aye. Motion carried.

Introductions of the staff, new member Kristina Doll and visitors took place.
John Tuthill, Ben Schrader, and Dillon Dane reviewed the proposed Article X Quarries and Extraction Uses and provided comments and suggestions for changes. The Commission will review the suggestions and add or update the proposed ordinance as necessary.

The Commission quickly reviewed the Wind Conversion System (WECS) article. It was decided to add small WECS in all districts and only allow large WECS in A, C-2 and I-2. The Land Use Administrator will make the necessary changes.

The Commission discussed the Lighting Requirements and lighting for property owned by Dean Wood at 21597 County Rd E-34, Anamosa. The Commission did not make any changes to the proposed updates within the ordinance. The Land Use Administrator will start to give the lighting handout to any commercial businesses for examples of approved lighting.

The Land Use Administrator briefly described the Planned Development District and the possible uses. The Commission will review the proposed text at the next meeting. The Commission will review Sign Requirements as time allows at the next meeting.

Next meeting, if needed, will be April 15, 2019 at 6:00 p.m. Deadline for applications will be March 20, 2019.

Motion by Stamp seconded by McElheny to adjourn at 7:53 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes April 15, 2019 6:00 p.m.

Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Lowell Tiedt

Members absent:
   Kristina Doll

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Aubrey Raymond-Schmitt, Center Junction
   Jim Pinckney – Martelle, representing Bruce and Jani Telleen
   Doug Herman – representative for the City of Monticello
   Bill Daly – Monticello, representing HogSlat
   Rob Gesie – Monticello, representing HogSlat
   Chad Rubner – Anamosa, adjacent landowner in Center Junction
   Kelly Day - Anamosa
Fay called the meeting to order 5:58 p.m.

Introductions of the Commission, staff, and visitors took place.

Motion made by Stamp seconded by Tiedt to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Stamp to approve the meeting minutes for the March 11, 2019 meeting. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to open the public hearing at 6:01 p.m. for Brandon J. Schmitt who has made a request to rezone a parcel described as Parcel 2001-91 in the NE SW of Section 4 of Madison Township, containing 6.17 acres from the A-Agricultural District to the R-1 Residential District. More specifically, the proposal is to rezone to R-Residential to build a residential dwelling. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Land Use Administrator explained that all adjacent landowner certified letters were received with the exception of Nathan Valentine’s was refused and returned to the office due to lack of a signature. There were no written or verbal comments presented on the application. Aubrey Raymond-Schmitt was available to answer questions on the proposal. She described the request to build a residential dwelling on the parcel. The parcel currently has water available and can be hooked up to the EIRUSS wastewater system.

The Land Use Administrator pointed out the comment from the Jones County Engineer, Derek Snead regarding maintenance of the proposed driveway. According to the Engineer, 2nd Street east of St. Paul St. is more of a driveway to the old community building. It is much narrower (approximately 8 ft wide) and veers off to the center of the platted area to the north towards the community building. The access lane to the east of St. Paul St. would not require our maintenance. The adjacent landowner Chad Rubner discussed an issue with water backing up near the old community building, the culvert being plugged in that area and general maintenance of the driveway.

The Land Use Administrator will research with the real estate deputy and GIS Coordinator the possible platted roadway east of St. Paul St. and the condition on which the driveway/roadway could be improved.

Chairman Fay indicated he would rather see growth adjacent or within the existing villages of rural Jones County instead of using prime farmland.

Motion by Stamp seconded by Tiedt to close the public hearing at 6:15 p.m. for the rezoning request for Brandon Schmitt. All aye. Motion carried.

Moved by Stamp seconded by Tiedt to recommend approval to the Board of Supervisors for Brandon Schmitt to rezone Parcel 2001-91 in the NE SW of Section 4 of Madison Township containing 6.17 acres from the A-Agricultural District to the R-Residential District.

Roll call vote:
- McElheny – Aye
- Stamp – Aye
- Tiedt – Aye
Fay – Aye

All aye. Motion carried.

The red zoning sign will need to be returned as soon as possible. The Land Use Administrator will request the Board of Supervisors to set a public hearing for May 7, 2019 at 9:15 a.m.

Motion by Stamp seconded by McElheny to open the public hearing at 6:17 p.m. for owner, Jason Rauen and the City of Monticello as the applicant, who have requested to rezone a parcel described as Parcel 2009-98 in the NW SE of Section 14 in Lovell Township containing 5.58 acres from the R-Residential District to the P-Public District for a future yard waste site for the City of Monticello. This proposal would make a permanent change to the zoning classification of the property. All aye. Motion carried.

The Land Use Administrator explained that all adjacent landowner certified letters were received with the exception of Challey’s and Animal Welfare Friends was refused and returned to the office due to lack of a signature. There were no written or verbal comments presented on the application.

Doug Herman discussed the history and current situation with yard waste with the City of Monticello. The old site was near their sewer plant and burning would take place. The Iowa DNR stopped that practice of the yard waste/tree dump at that location. Subsequently, the yard waste was then delivered to a local farmer, Jeff Monck where he would spread it on his fields, however, he had concerns with ornamental plants/trees being poisonous to his animals and that practice stopped. The current option has been to have another local farmer store the yard waste in a temporary location. Therefore, Doug as the city administrator and the City Council have researched a number of solutions within the city limits. Many of the locations have been near Residential areas and a number of owners have been against the use near Residential neighborhoods. Doug seemed to think this location was a “good fit” for the city. The location is close to the city, near other commercial/industrial areas. The contractor for the city indicated that the site should contain a minimum of 4 acres, this site has 5.58 acres, however, there is some area on the property in which is unusable for the site. It is served by a roadway with an easement drafted between the former owners of the property. Herman discussed drafting a new easement agreement where the City of Monticello would take over a majority of the maintenance from April – early November. The City of Monticello will own the property, a purchase agreement was included with the application. A third party contractor (T&W Grinding) will be used to grind and chip the yard waste and branches approximately five times a year. The waste will be stored in piles in cement bunkers. T&W Grinding provides services to many cities throughout northeast Iowa, Dyersville, Independence, Waukon, Bellevue, Manchester, Charles City, Edgewood, Cedar Falls, Dubuque and Oelwein. The Iowa DNR commented that T&W Grinding has a good reputation. They will chip/grind between the hours of 9 a.m. and 4 p.m. during the week. It may take 4-5 hours to grind all the material at the site. They will be on a service rotation, but can be called to have them come sooner if needed. The City of Monticello will have a city employee monitor the site daily and city police will lock the gates in the evening. The representative for Telleen’s expressed that the Telleen’s were against the rezoning request because that is a gateway to the City of Monticello and does not approve of a debris site at that location. The City is not opposed to adding more of a visual barrier from the highway such as a row of ornamental trees. Kelly Day expressed opposition due to the possibility of noise, rodents/animals, odor and health risks to both humans and dogs. Day presented documentation on Aspergillosis which is a fungal infection that can come from fungus that grows on dead leaves, compost piles or decaying vegetation. Pinckney was also concerned with water runoff. Gesie and Daly have leased property for 17 years at the Hogslat location. They are not concerned with the 5-6 days a year of grinding. They have concerns with possible
animals/rodents since they maintain a retail business and the cosmetic look of the property. They were also concerned with runoff and groundwater.

Herman noted the city wanted to stay out of any flood plain areas and was not aware of the potential objections to this property and is willing to work with the neighbors to provide a pleasing aesthetic for the yard waste location. Herman can work with the city’s Tree Board to determine trees that are both attractive and can hide the property.

Herman explained other complaints that sometime arise with this type of use. When the compost is turned it can cause an “earthy” smell, chipping can cause noise, some sites are slow to accumulate which may cause vermin.

The site plan listed lights and cameras in certain areas to discourage illegal dumping. It will not be staffed, but a public works employee will check the site daily.

The Land Use Administrator asked if the city currently had an ordinance regarding yard waste. Herman stated they currently do not, but it may be something the city looks into.

Herman and others discussed the fencing and tree placement at the site. They discussed that the trees can be used as a visual barrier and to block wind and be should be 8-12 feet tall.

Motion by Stamp seconded by Tiedt to close the public hearing at 7:06 p.m. All aye. Motion carried.

The Commission discussed the use and surrounding property. This is not near Residential properties. It has sufficient access and is not a high traffic generator. Generally, these types of uses are not such an eyesore and are more regulated than in the past with uncontrolled dumping.

The Land Use Administrator discussed the process of a conditional zoning agreement.

Moved by McElheny seconded by Stamp to recommend approval subject to a conditional zoning agreement for the request from the City of Monticello and owner Jason Rauen, to rezone from the R-Residential District to the P-Public District with the following conditions:

1. All debris not considered yard waste will be removed by the City of Monticello on a weekly basis.
2. The City shall provide visual screening on the north, east and west property line in the area of the composting operation.
3. Compost piles are not to exceed a height of 12 feet.
4. City shall manage fugitive dust and odor control.
5. There shall be no sanitary or waste water mixed into the compost operation.
6. The City must adhere to Article XV. Lighting Requirements.

McElheny noted that the request conforms to the 2012 Comprehensive Plan as it relates to future commercial development should be along major transportation routes and near municipalities. The Land Use Administrator noted the uses and requirements for the P-Public District.

Roll call vote:
McElheny – Aye
Stamp – Aye
Tiedt – Nay  
Fay – Aye

Motion carries with a 3-1 vote.

The red zoning sign was returned therefore, the Land Use Administrator will request the Board of Supervisors to set a public hearing for May 7, 2019 at 9:15 a.m.

The Land Use Administrator reviewed some recent land use requests. No action was taken.

The Commission did not have time to review text amendments for Wind Energy Conversion Systems, Planned Development District and Quarry and Extraction Uses. The Land Use Administrator discussed a recent webinar on wind ordinances.

The next meeting, if needed, is Tuesday, May 14, 2019 at 5:00 p.m. Deadline for applications will be April 17, 2019.

Moved by Tiedt seconded by Stamp to adjourn the meeting at 8:00 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission  Meeting Minutes  May 14, 2019 5:00 p.m.

Members present:
    Tim Fay, Chairman  
    Jim McElheny  
    Keith Stamp  
    Lowell Tiedt  
    Kristina Doll

Staff present:
    Michele Lubben, Jones County Land Use Administrator

Fay called the meeting to order at 5:00 p.m.

Motion made by McElheny seconded by Tiedt to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to approve the meeting minutes for the April 15, 2019 meeting. All aye. Motion carried.

The Land Use Administrator presented each member with the newest version of the Jones County Zoning Ordinance text amendments. The Commission decided to start at the beginning of the document and work through all changes which were in red font and strikeouts were text removals.

The Commission reviewed new additions to the ordinance, which includes a new Zoning District called Planned Development. The Commission reviewed the changes from Wind Turbines Article XIV to adding
an entire article on Wind Energy Conversion Systems Article XV. The Commission reviewed a new Article X. Quarry and Extraction Uses. The Commission also reviewed changes to the current Sign Regulations and Lighting Requirement articles. Suggested changes were made to the Land Use Administrator.

The Land Use Administrator reported she will be attending a Nuisance Abatement Conference on May 15, 2019 and the annual COZO conference in Ankeny May 22-24, 2019.

The Commission did not schedule a June meeting due to conflicting schedules. The Land Use Administrator will see if any applications are received. Deadline for applications will be May 22, 2019.

Moved by Tiedt seconded by Doll to adjourn the meeting at 6:55 p.m. All aye. Motion carried.

Jones County Planning and Zoning Commission Meeting Minutes July 9, 2019 5:00 p.m.

Members present:
   Tim Fay, Chairman
   Keith Stamp
   Lowell Tiedt
   Kristina Doll

Members absent:
   Jim McElheny

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Fay called the meeting to order at 5:00 p.m.

Motion made by Tiedt seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by Tiedt to approve the meeting minutes for the May 14, 2019 meeting. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to approve the 2019 Planning & Zoning Administrative Rules. All aye. Motion carried.

Motion by Stamp seconded by Tiedt to nominate Tim Fay as the 2019 Chairman. All aye. Motion carried.

The Land Use Administrator presented each member with the newest version of the Jones County Zoning Ordinance text amendments. The Land Use Administrator updated the Commission on information received from a recent COZO seminar on possibly having WECS being approved by the Board of Supervisors instead of the Board of Adjustment. Discussed the pros and cons to either decision. The consensus of the Commission was to have the Planning & Zoning Commission review applications for WECS with approval going to the Board of Supervisors. The Land Use Administrator will
continue to review this procedure. The Commission also discussed Article XXII. Procedure to request a Variance or Exception. The Land Use Administrator explained how she does not use the exception as it is listed within the ordinance. A possible change could be to add the word “Special” before exception and classify it as an alternative to a variance request. The Commission decided to strike out “exception” to eliminate precedence being set with certain types of applications. The Commission discussed the Planned Development District and its possible uses and whether it is relevant to Jones County Zoning. The Commission made no changes to the Planned Development District.

The Commission did not schedule an August meeting due to some conflicts. The Land Use Administrator will see if any applications are received by the deadline on July 24, 2019.

Moved by Tiedt seconded by Doll to adjourn the meeting at 5:55 p.m. All aye. Motion carried.
Motion by McElheny seconded by Doll to open the public hearing at 5:32 p.m. for preliminary and final plats for owners, Joel and Janine DeVries, to reconfigure two lots of the School Trustees’ Subdivision into a two-lot subdivision called Echo Acres in Section 16 of Fairview Township. All aye. Motion carried.

Joel and Janine DeVries, discussed being proactive in subdividing their land to allow two lot subdivision with one buildable lot located near 22132 County Rd E-34, Anamosa. Lot 2 has an existing house on it and it will contain two acres. Lot 1 will be a new buildable lot containing 5.12 acres. The Land Use Administrator reviewed the subdivision report which outlined the following variances:

- Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - The proposed subdivision does not contain a Road Association Agreement.
- Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - There are no new interior streets.
- Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.
  - Said variance to allow developer to submit the plan when construction begins on buildable Lot 1 or will the development be less than one acre on the one buildable lot.
- Variance to the following requirements on the preliminary plat:
  - Location of tree masses and other features affecting the plan
  - Soil erosion control plan
    - Variance requested by developer since it is a two-lot subdivision with only one buildable lot and no improvements expected.

The Land Use Administrator also discussed the comments from county department heads regarding the application, preliminary and final plats. The Engineer did have initial concerns with the additional driveway for Lot 1. However, after the property was reviewed by the Engineer it was decided a driveway permit is not required at this time. There is an existing field entrance for Lot 1. When the driveway is altered or modified, then a driveway permit is required and possibly a tree will need to be cut as it is currently blocking sight distance. DeVries indicate that this is not an issue.

Motion by Stamp seconded by McElheny to close the public hearing at 5:38 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to send a recommendation to the Board of Supervisors to approve the Preliminary and Final Plats of Echo Ares Subdivision in Section 16 of Fairview Township along County Rd E-34 which contains two lots with the following conditions:

- The applicant is aware of the County Engineer’s requirement to obtain an access permit once the access for Lot 2 is improved.
- Variance is being requested to Section 2. Streets and Access Points
  - The proposed subdivision does not contain a Road Association Agreement as there are no interior roads.
• Variance to Section 3. Interior Street Standards
  o There are no interior streets since the one buildable lot will have access from County Rd E-34.
• Variance to Section 7. Storm Water Pollution Prevention Plan
  o Allows a variance to allow developer to submit the plan once construction begins on buildable Lot 1 or if the area being disturbed is less than one acre, it is not required.
• Variance to allow submission of a preliminary plat without a Soil erosion control plan. Variance allowed because no improvements are expected and only one buildable lot.

Roll call vote:
McElheny: Aye
Stamp: Aye
Doll: Aye
Fay: Aye
All aye. Motion carried.

The Land Use Administrator will add the Preliminary and Final Plat approval for Echo Acres to the Board of Supervisors agenda once all attachments are received.

Motion by McElheny seconded by Doll to open the public hearing at 5:41 p.m. on a preliminary plat for Ruth A. Carlson to re-subdivide Moonstorm Meadow Woods 2nd Addition into a two lot subdivision called Moonstorm Meadow Woods 3rd Addition in Section 7 of Fairview Township. All aye. Motion carried.

Ruth Carlson and Matt McQuillen were present to discuss the proposed two-lot subdivision. The Land Use Administrator discussed the process in which she and Ruth discussed the goal for the subdivision and how it could follow the subdivision regulations. Ruth discussed how she has proactively removed eight trees along the private drive. Ruth presented pictures of the drive before and after the trees were removed. In addition to tree removal, Ruth has improved the roadway surface to accommodate emergency vehicles. Generally, the 66-foot wide roadway easement requirement is to allow emergency vehicles and infrastructure and utilities. Since this is a rural subdivision, generally there is no infrastructure for this type of subdivision and road and due to the removal of the trees and improvement of the roadway surface, emergency vehicles should have a safer access to existing homes on the private drive. The Land Use Administrator reviewed the variances to the Subdivision Ordinance and noted the following:

• Variance to Section 2. Streets and Access Points.
  o The entrance for Lot 1 is of an existing drive off County Road X-28 and Lot 2 is allowed to have access from the private drive off County Road X-28.
  o The proposed subdivision does not contain a Road Association Agreement.
• Variance to Section 3. Interior Street Standards.
  o There are no new interior streets. The subdivision is approved with the existing private drive for the new one buildable lot.
• Variance to Section 7. Storm Water Pollution Prevention Plan
Motion by Stamp seconded by Doll to close the public hearing at 5:50 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to send a recommendation to the Board of Supervisors to approve the Preliminary Plat of Moonstorm Meadow Woods 3rd Addition in Section 7 of Fairview Township along County Rd X-28 which contains two lots with the following conditions:

- Variance to Section 2. Streets and Access Points.
  - The entrance for Lot 1 is of an existing drive off County Road X-28 and Lot 2 is allowed to have access from the private drive off County Road X-28.
  - The proposed subdivision does not contain a Road Association Agreement.

- Variance to Section 3. Interior Street Standards.
  - There are no new interior streets. The subdivision is approved with the existing private drive for the new one buildable lot.

- Variance to Section 7. Storm Water Pollution Prevention Plan
  - Said variance to allow developer to submit the plan when construction begins on buildable Lots 1 or 2.

- Variance to preliminary plat requirements to include a soil erosion control plan.
  - No improvements are expected.

Roll call vote:
McElheny: Aye
Stamp: Aye
Doll: Aye
Fay: Aye
All aye. Motion carried.

Lastly, the Land Use Administrator presented each member with the newest version of the Jones County Zoning Ordinance text amendments. The Land Use Administrator updated the Commission on changes to the WECS process. A new district was added (A-2 Agricultural District) to allow large, utility scale WECS in the A-2 District which would include a process to rezone the requested parcels with an application process and hold public hearings with the Planning & Zoning Commission and eventually if recommended to the Board of Supervisors.

The Commission scheduled a September meeting for September 9, 2019 at 5:30 p.m. The deadline for the September meeting is August 21, 2019.

Moved by McElheny seconded by Stamp to adjourn the meeting at 7:05 p.m. All aye. Motion carried.
Members present:

Tim Fay, Chairman
Jim McElheny
Keith Stamp
Kristina Doll

Members absent:
Lowell Tiedt

Staff present:
Michele Lubben, Jones County Land Use Administrator

Visitors present:
None

Fay called the meeting to order at 5:30 p.m.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Doll seconded by McElheny to approve the meeting minutes for the August 19, 2019 meeting. All aye. Motion carried.

The Land Use Administrator presented each member with the newest version of the Jones County Zoning Ordinance text amendments. The Land Use Administrator updated the Commission on changes to the WECS process. The draft has been distributed to the County Auditor and Attorney for review.

Motion by McElheny seconded by Doll to set a public hearing on the proposed 2019 Jones County Zoning Ordinance text amendments for Monday, October 7, 2019 at 5:30 p.m. All aye. Motion carried.

The Commission scheduled an October meeting for Monday, October 7, 2019 at 5:30 p.m. which will hold the above public hearing. The deadline for the October meeting is September 18, 2019.

Moved by Stamp seconded by McElheny to adjourn the meeting at 6:15 p.m. All aye. Motion carried.
Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Kristina Doll

Members absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   Bill Broghammer, 9157 Forest Chapel Rd., Anamosa
   Randall Williams, MMS surveyor

Fay called the meeting to order at 5:33 p.m.

Motion made by Stamp seconded by McElheny to approve the agenda to the meeting. All aye. Motion carried.

Motion by McElheny seconded by Doll to approve the meeting minutes for the September 9, 2019 meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to open the public hearing at 5:34 p.m. on preliminary and final plats for owners Nicole L. Claussen and Abram A. Tubbs, to re-subdivide Lot 10 of Rolling Hills Estates Addition in Section 23 of Fairview Township into a three-lot subdivision with one buildable lot and two non-buildable outlots. All aye. Motion carried.

The Land Use Administrator explained the preliminary and final plats of Lot 10 of Rolling Hills Estates and distributed the written report. The written report lists the variances to the subdivision ordinance and comments from other county departments. It was discussed that Lot 10 is not currently within the restrictive covenants of the Rolling Hills Estates, therefore is able to be re-subdivided. The two outlots will be sold to adjacent property owners for access to the pond. There is current access to the pond; however, it is through an easement along the backside. The buildable lot (Lot 1) would have access from the current private road (93rd St.). The Land Use Administrator recommends having restrictive covenants at the time the subdivision is filed. Randy Williams and Bill Broghammer were available for comments and questions regarding the preliminary and final plats.

Motion by Stamp seconded by Doll to close the public hearing at 5:42 p.m. All aye. Motion carried.

Motion by McElheny seconded by Doll to recommend approval of the preliminary and final plats of Rolling Hills Estates Second Addition to the Board of Supervisors with the noted variances to the Jones County Subdivision Ordinance:
• Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  o The proposed subdivision most likely will want to share in the Road Association Agreement for the existing Rolling Hills Estates subdivision for 93rd St. 93rd St. is an existing paved interior private road within Rolling Hills Estates. There is not two access points. Lot 1 is the only buildable lot and its access is 93rd St.

• Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  o There are no new interior streets. The new buildable lot will be accessed from the existing private road (93rd St.) within Rolling Hills Estates.

• Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.
  o Said variance to allow developer to submit the plan within 30 days of construction on buildable Lot 1, only if the area to be disturbed is more than one acre.

Roll call vote:

Jim McElheny – Aye
Keith Stamp – Aye
Kristina Doll – Aye
Tim Fay – Aye
All aye. Motion carried.

The Land Use Administrator discussed with the Planning & Zoning Commission the update on the zoning text amendments that were to have a public hearing that evening. The Commission did not have the hearing because both the County Attorney and Auditor are reviewing the updates. The Auditor, Attorney and Land Use Administrator discussed the options for making the changes to the ordinance in a way that would be clear for the public to understand. They also discussed the publication requirements for the ordinance changes. The Land Use Administrator discussed the idea of an Appendix containing the bulk requirements for use and setbacks and diagrams and the addition of reserved future use articles. The Land Use Administrator discussed the cross-referenced articles and the need to verify all the changes. The Planning & Zoning Commission agreed that the text amendments public hearing could wait until all information has been verified and updated.

The Land Use Administrator updated the Commission on an upcoming Board of Adjustment meeting and informally discussed a few other Land Use items. No action was necessary.

The Planning & Zoning Commission’s next meeting is Tuesday, November 12, 2019 at 5:30 p.m. The deadline for the November meeting is October 23, 2019.

Moved by Doll seconded by McElheny to adjourn the meeting at 6:50 p.m. All aye. Motion carried.
Members present:
   Tim Fay, Chairman
   Jim McElheny
   Keith Stamp
   Kristina Doll

Members absent:
   Lowell Tiedt

Staff present:
   Michele Lubben, Jones County Land Use Administrator

Visitors present:
   None

Fay called the meeting to order at 5:31 p.m.

Motion made by McElheny seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Stamp seconded by McElheny to approve the meeting minutes for the October 7, 2019 meeting. All aye. Motion carried.

The Land Use Administrator discussed the option presented by the Auditor and approved by the County Attorney to use the repeal and replace method to implement the text amendment changes for 2019. The Land Use Administrator discussed the availability to publish a summary instead of the entire ordinance as approved by the County Attorney. Motion by Stamp seconded by Doll to recommend to repeal and replace Chapter 3 of the Jones County Zoning Ordinance.

Roll call vote:

Jim McElheny – Aye
Keith Stamp – Aye
Kristina Doll – Aye
Tim Fay – Aye
All aye. Motion carried.

The Land Use Administrator and the Commission then reviewed how the changes would look within the ordinance.

The Land Use Administrator and Jim McElheny reported on a Linn County Wind and Solar Farm Siting Workshop held on Tuesday, November 19, 2019. The Commission agreed to work on a solar article to insert into the ordinance.
The Land Use Administrator discussed general land use questions pertaining to boundary corrections, non-buildable outlots and antennas on utility poles within the county right-of-way. No action was necessary.

The Planning & Zoning Commission’s next meeting is Tuesday, January 14, 2020 at 5:30 p.m. The deadline for the January meeting is December 26, 2019.

Moved by Stamp seconded by McElheny to adjourn the meeting at 6:53 p.m. All aye. Motion carried.