

**Jones County Planning and Zoning Commission Meeting Minutes August 19, 2019 5:30 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:

Joel and Janine DeVries – 22132 County Rd E-34, Anamosa  
Mike Weber – surveyor  
Matt McQuillen – attorney  
Ruth Carlson – 11815 County Rd X-28, Stone City

Fay called the meeting to order at 5:30 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 July 9, 2019 meeting. Fay, Stamp and Doll aye. McElheny abstained a vote due to absence from the last meeting. 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.
- Variances 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
  - 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
  - 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.
  - 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.

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 3<sup>rd</sup> 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.