

**Jones County Planning and Zoning Commission Meeting Minutes July 14, 2020 4:00 p.m.**

Members present:

Tim Fay, Chairman  
Jim McElheny – via zoom  
Lowell Tiedt  
Keith Stamp

Member absent:

Kristina Doll

Staff present:

Michele Lubben, Jones County Land Use Administrator

Visitors present:

Randy Williams – MMS surveyor  
George May - 4039 10<sup>th</sup> St., Marion  
Dean Wood – 9941 Forest Chapel Rd., Anamosa

Fay called the meeting to order at 4:02 p.m.

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

Motion by McElheny seconded by Tiedt to approve the meeting minutes for the June 9, 2020 meeting. All aye. Motion carried.

Motion by Tiedt seconded by McElheny to appoint Tim Fay as Chairperson for 2020-2021. All aye. Motion carried.

Motion by Stamp seconded by Tiedt to open the public hearing at 4:05 p.m. to rezone a parcel generally located at 13276 Circle Dr., Anamosa in Section 36 of Cass Township from the R-Residential District to the C-2 Highway Commercial District. More specifically, the request is to add a 16' x 24' sign to the northeast corner of the property as an off-premise sign and possibly construct a building to-suit a commercial tenant in the future. All aye. Motion carried.

The Land Use Administrator discussed that the application, aerial map, and written report that were sent to the Commission and the certified letters were sent to adjacent landowners. There were no written or verbal comments received on the application. The owner received a copy of the written report. May indicated he bought Lot 4 of Mayberry Addition and plans to have a Bobcat rental business and wants to add an off-premise sign to this location for that business. He also thinks the location would be a good location for a future business and could have a build to suit. Fay discussed the outdoor lighting ordinance. The Land Use Administrator distributed a land use map with the zoning districts on a colored map.

Motion by McElheny seconded by Tiedt to close the public hearing at 4:15 p.m. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to recommend approval to the Board of Supervisors to rezone the parcel from the R-Residential District to the C-2 Highway Commercial District under a conditional zoning agreement with the following conditions:

1. Any new signage must conform to Article XVI Sign Requirements.
2. Any new structures are required to go before the Planning and Zoning Commission for a site plan review within 30 days of construction.
3. Any new lighting must conform to Article XV Lighting Requirements.

Roll call vote:

McElheny – Aye

Stamp – Aye

Tiedt - Aye

Fay – Aye

All aye. Motion carried.

The red zoning sign was returned and the recommendation will go before the Board of Supervisors to request a public hearing on July 21, 2020.

Motion by Tiedt seconded by Stamp to review a preliminary plat for owners Lonnie Humpal and Erin Etscheidt Humpal, to subdivide Parcel 2016-92 in the NW quarter of Section 13 of Fairview Township containing approximately 46 acres into a one lot subdivision with two non-buildable outlots called Eagle Ridge subdivision. All aye. Motion carried.

The Land Use Administrator noted the report was mailed to the Commission and the subdivision lists the following variances:

- Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - There are no proposed interior streets. Outlot A & B are accessed by the adjacent property owners and Lot 1 is accessed from a 40' access easement from Parcel 2014-19.
- Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
  - There are no proposed interior streets. Therefore, there are no cul-de-sacs, bus turnarounds or street names.
- Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.
  - Developer requests a variance since no improvements are being made to the subdivision. However, with possible development on Lot 1, if more than one acre is disturbed, a Storm Water Pollution Prevention Plan will be required.
- Variance to Section 5. Article VII Procedure for Review of Plats; Item P. requests a soil erosion control plan and drainage control plan created by a licensed engineer, filed with the Jones County Land Use Office. A request from the surveyor for a variance to this request because there is no site improvements done to the land.

Randy Williams from MMS was present to answer any questions regarding the subdivision application. The 40' access easement to Lot 1 was discussed.

Motion by Stamp seconded by Tiedt to close the public hearing at 4:29 p.m. All aye. Motion carried.

The Commission discussed the proposed minor subdivision. No additional access to the highway or demand for other public facilities is required. The surveyor will include the access through Parcel 2014-19 and Outlot B to Lot 1. The Land Use Administrator report includes the necessary minor variances required by the Subdivision Ordinance.

Motion by McElheny seconded by Tiedt to recommend approval to the Board of Supervisors the preliminary plat for Eagle Ridge Addition, a one lot subdivision with two non-buildable outlots with the noted variances above.

Roll call vote:

McElheny – Aye

Stamp – Aye

Tiedt - Aye

Fay – Aye

All aye. Motion carried.

Next the Commission was set to act upon a revised site plan prepared by Bill Burger on behalf of Ronald Dean Wood for property located at 21597 County Rd E-34 for a proposed commercial storage building as required by a Conditional Zoning Agreement from May 2017. The Land Use Administrator noted comments received from the County Sheriff and Engineer regarding the revised site plan. The Engineer specifically noted the following:

- No ADA accessibility noted on the plan – this type of commercial activity would require at least 1 van and 2 car spaces
- The driving lane is too narrow – he recommends a 16' minimum width for a lane.
- Adding parking spaces near the entry/exit makes for difficult entry.
- 90 degree parking end spots near the building may be difficult when they enter/exit. He would prefer a 24' – 26' width instead of 22'.

Adding the proposed storage building would eliminate 6-7 parking spots. Several parking spots would not be available during the winter months due to snow removal. The plan cannot block the entrance to the new storage building with parking spots. Without striping, there is little control over how customers park. McElheny estimates losing 23 parking spaces and still are back to 39 available parking spots. According to the Off-Street Parking requirements at 4 spaces per 1,000 sq. ft., there should be between 48-52 spaces available for parking.

The Commission felt Dean Wood should work with Bill Burger and the County Engineer to get a plan that may work. They discussed possibly adding asphalt and striping to the parking lot to identify the parking spots. No formal action was taken.

Next meeting, will be Tuesday, August 11, 2020 at 4:00 p.m.

Motion by Stamp seconded by Tiedt to adjourn at 5:10 p.m.