

Jones County Planning and Zoning Commission Meeting Minutes October 13, 2020 4:00 p.m.

Members present:

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

Member absent:

Kristina Doll

Staff present:

Michele Lubben, Jones County Land Use Administrator

Visitors present:

Chris Nelson – representative for Windy Hills subdivision
Dean Wood – 9941 Forest Chapel Rd, Anamosa
Chad and Teresa Coons – 21006 100th St., Anamosa
Helen and Kevin Royer – Cedar Rapids, owner of Fish House Rd, property

Fay called the meeting to order at 4:00 p.m.

Motion 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 September 8, 2020 meeting. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to open the public hearing at 4:01 p.m. to consider preliminary and final plats for owners, Phillip & Kathleen Dirks, to subdivide Parcel 2000-73 in the NW NW in Section 34 of Cass Township containing 16.36 acres into a two lot subdivision called Windy Hill First Addition. All aye. Motion carried.

The Land Use Administrator suggested to change the numbering from Lot 2 to Lot 1 on the plats before being considered by the Board of Supervisors. The Land Use Administrator had sent copies of the plats and report to the Commission prior to the meeting. The report indicates the following variances to the subdivision ordinance.

- Variance to Section 5. Lot uses, Setbacks and Size, of Article IV, Subdivision Design of the Jones County Subdivision Ordinance;
 - Outlot A does not meet the lot size requirements of one acre within the Residential District. This will be considered a non-buildable outlot and deeded to adjacent landowners.
- Variance to Section 6. Location, of Article IV, Subdivision Design of the Jones County Subdivision Ordinance;

- The subdivision is greater than ½ mile from a hard surfaced road. There is no intention for additional houses to be built.
- 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 and Lot 2 (change to Lot 1) are accessed from a county road (Violet Road).
- 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.

This subdivision appears to correct a boundary. The existing garage/shed would like to be retained by the current owners Phillip and Kathleen Dirks. The new owners of Lot 2 (Lot 1) is to be used for agricultural purposes as it is adjacent to farmland they own.

The plats were reviewed by the Engineer, District Soil Conservationist, Sanitarian, Flood Plain Manager, Conservation Board, E911 Coordinator and comments were included in the report.

Motion by Tiedt seconded by Stamp to close the public hearing at 4:07 p.m. All aye. Motion carried.

Motion by McElheny seconded by Tiedt to recommend approval of the preliminary and final plats of Windy Hill subdivision and to send the recommendation to the Board of Supervisors for their review with the variances noted above.

Roll call vote:

Stamp - Aye

Tiedt – Aye

McElheny – Aye

Fay - Aye

All aye. Motion carried.

Motion by Tiedt seconded by Stamp to open the public hearing for a final plat for owner, Ronald Dean Wood to subdivide Lot 10 Huntington Hills Part 3 in Section 22 of Fairview Township containing

approximately 5.54 acres into a one lot subdivision with one non-buildable outlot called Huntington Hills Part 5. All aye. Motion carried.

The Land Use Administrator had provided copies of the final plat, Land Use Administrator's report, copies of the May and June meeting minutes, and a copy of a recent driveway easement going through Outlot A. The Land Use Administrator will request that surveyor, Bill Burger update the name of the outlot to reflect "Outlot A" instead of "Outlot 1". Dean Wood, Chad and Teresa Coons were available regarding the subdivision. The following variances are noted for the final plat:

- Variance to Section 5. Lot Uses, Setback and Size, of Article IV, Subdivision Design of the Jones County Subdivision Ordinance; Outlot 1 has an existing building that cannot meet current setbacks.
- 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 1 is accessed off 100th St. Lot 1 is accessed from Forest Chapel Rd.
- 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. It would be requested that a Storm Water Pollution Prevention Plan is submitted if development disturbs more than one acre. However, if the disturbance is less than one acre, it is not 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 on this property at this time.

The Land Use Administrator requested clarification from the preliminary plat approval requesting a gate be placed on the south property line of Lot 1/Outlot A to prevent access to Lot 2/Lot 1. The Commission felt that since the driveway easement was granted to the adjacent landowner for access, the gate was not necessary and the neighbors could manage the access off 100th St.

Motion by Tiedt seconded by Stamp to close the public hearing at 4:17 p.m. All aye. Motion carried.

Motion by Tiedt seconded by Stamp to recommend approval of the final plat of Huntington Hills Part 5 subdivision containing one lot and one non-buildable outlot to be deeded to the adjacent landowner with the variances noted above.

Roll call vote:
Stamp - Aye

Tiedt – Aye
McElheny – Aye
Fay - Aye
All aye. Motion carried.

Next, the Commission is to review and take action on parcels described as Parcel 2017-04 and Parcel 2017-05 in Section 8 of Fairview Township, located within the Residential District that were previously created as a requirement of platting and circumvented the subdivision process.

The Land Use Administrator discussed the proposal with the County Attorney and his suggestion was that this is located within the Residential District and it should be acknowledged to be buildable if it meets requirements for lot size, access, etc. Helen and Kevin Royer were available for comments regarding the parcels and indicated it was not the intent of the original split (Parcel 2017-03) to circumvent the subdivision regulations. The original split was due to an estate and indicated that 20 acres was to be split which left the two remainder pieces. The Land Use Administrator requests that Parcel 2017-05 will be required to apply for a Permitted Use application, submit a site plan and the applicable fee within 30 days of building a dwelling.

Motion by McElheny seconded by Tiedt to acknowledge that Parcel 2017-05 on Fish House Road all though created as a residual lot when Parcel 2017-03 was created is an allowable lot and may be approved with a zoning permit as a residential parcel if it meets all conditions of the zoning requirements. At the same time, Parcel 2017-04 does not have the required access and is therefore an unbuildable Lot.

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

Next meeting, will be Tuesday, November 10, 2020 at 4:00 p.m, if needed.

Motion by Tiedt seconded by Stamp to adjourn at 4:45 p.m. All aye. Motion carried.