

**Jones County Planning and Zoning Commission Meeting Minutes January 12, 2021 4:30 p.m.**

Members present:

Tim Fay, Chairman  
Keith Stamp – via zoom  
Lowell Tiedt  
Jim McElheny – via zoom  
Kristina Doll – as indicated

Staff present:

Michele Lubben, Jones County Land Use Administrator

Visitors present:

Bryce Ricklefs, Developer of Buffalo Commercial Park - via zoom  
Jon Zirkelbach, Supervisor Dist. 3

Fay called the meeting to order at 4:30 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 October 27, 2020 special meeting. All aye. Motion carried.

Motion by Tiedt seconded by McElheny to open the public hearing at 4:31 p.m. to consider a preliminary plat for owner, Douglas and Nancy Ricklefs and Bryce and Sarah Ricklefs, to subdivide Parcel B in West 1/2 in Section 3 of Fairview Township containing 8.17 acres into a four lot commercial subdivision called Buffalo Commercial Park. All aye. Motion carried.

The Land Use Administrator discussed that the property located within the C-1 Commercial District. The zoning took place during the 2017 map changes. The plat was reviewed by the Engineer, District Soil Conservationist, Sanitarian, Flood Plain Manager, and 911 Coordinator and comments were included in the report. The report had been issued to the Commission members. The report indicates the following variances to the subdivision ordinance:

- Variance to Section 4. Lands in Flood Plains, of Article IV Subdivision Design of the Jones County Subdivision Ordinance;
  - Each proposed lot is located in Flood Zone A. New Flood Plain maps effective in Fall 2021 indicate existing buildings will not be located within the flood plain.
- Variance to Section 5. Lot Uses, Setbacks and Size, of Article IV Subdivision Design of the Jones County Subdivision Ordinance;
  - An existing structure on Lot 3 cannot meet a 30' setback to the adjacent Residential District. The existing structure is 28.9' from the Residential District and the minimum setback is 30' from a C-1 Commercial District to a Residential District.

- 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. Lots 1, 2 and 4 are accessed through a 30 foot common access easement and Lots 2,3 and 4 are accessed through a 40 foot access easement.
- 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.
  - With the development on Lot 4, if more than one acre is disturbed, a Storm Water Pollution Prevention Plan will be required.

Kristina Doll arrived at 4:39 p.m.

Developer Bryce Ricklefs was present to discuss the subdivision. He gave history on the property and indicated there is currently one access and the intent is to add a 2<sup>nd</sup> access. The Commission discussed the road requirement versus an easement. The Commission discussed there was room for an interior road to replace the 40' common access easement and recommend for the final plat to plat an interior road to access Lots 2, 3 and 4. The 30' wide common access does not allow for room for an interior street due to the placement of existing buildings. The Commission discussed allowing Lot 1 to be accessed by the existing access off Buffalo Road and to allow the easement to be platted til the 10' waterline easement to service only Lot 1. The Commission discussed the current septic system (installed approximately 1995) for Lot 1 is located on Lot 2. Ricklefs indicated there was enough space to hook into the current system or if required, to add a new system for the building on Lot 2.

The Commission discussed the flood zone and property affected during the 2008 flood. According to the 2021 DNR flood maps, the buildings would not be located in the flood zone. The Commission asked the developer if Lot 4 is a buildable site. Ricklefs indicated it is a buildable site and could have an area to park trucks/trailers. May be good for contractors, mechanics, etc. Boomerang outgrew the site. The Land Use Administrator asked about the scattering of items throughout the back portion. There were piles of tires, shipping containers and construction material. Ricklefs indicated the items would be removed.

Motion by Tiedt seconded by Doll to close the public hearing at 4:54 p.m. All aye. Motion carried.

Motion by Tiedt seconded by McElheny to recommend approval of the preliminary plat of Buffalo Commercial Park subdivision with the recommended change to include a 66' wide interior road and to send the recommendation to the Board of Supervisors for their review with the remainder of the variances noted above.

Roll call vote:

Stamp - Aye

Tiedt – Aye

McElheny – Aye

Fay - Aye

All aye. Motion carried.

Jon Zirkelbach was present to offer comments regarding an accessory building permitted by the Land Use Administrator and staked out by himself and the Land Use Administrator at the Dean Wood residence on Forest Chapel Road in October. The Land Use Administrator was unable to visit the site due to the general election. Jon worked with the owner and builders to remove a portion of the building encroaching onto the neighbor's property.

Next meeting, if needed, February 9, 2021 at 4:30 p.m.

Motion by Tiedt seconded by McElheny to adjourn at 5:15 p.m. All aye. Motion carried.