

Jones County Planning and Zoning Commission Meeting Minutes October 19, 2021, 4:30 p.m.

Members present:

Tim Fay, Chairman
Keith Stamp
Jim McElheny
Kristina Doll

Member absent:

Lowell Tiedt

Staff present:

Michele Lubben, Jones County Land Use Administrator

Visitors present:

Randy Williams, MMS

Fay called the meeting to order at 4:30 p.m.

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

Motion by Stamp seconded by McElheny to approve the meeting minutes for the September 14, 2021, meeting. All aye. Motion carried.

Motion by McElheny seconded by Doll to open the public hearing at 4:31 p.m. for the final plat owners, 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 three-lot commercial subdivision called Buffalo Commercial Park. All aye. Motion carried.

The Land Use Administrator reviewed the original written report from January 2021 for the preliminary plat and department head comments. The following variances were noted:

- 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 3 are accessed through two joint access easements directly off Buffalo 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.
 - When development occurs, if more than one acre is disturbed, a Storm Water Pollution Prevention Plan will be required.

Motion by Stamp seconded by McElheny to close the public hearing at 4:40 p.m. All aye. Motion carried.

Motion by McElheny seconded by Stamp to send a recommendation of approval for the final plat with the noted variances above to the Board of Supervisors for Buffalo Commercial Park.

Roll call vote:

Doll - Aye

Stamp - Aye

McElheny – Aye

Fay - Aye

All aye. Motion carried.

Motion by McElheny seconded by Doll to open the public hearing at 4:41 p.m. for the preliminary plat for Brad Stephen's Second Addition. All aye. Motion carried.

The Land Use Administrator distributed the written report and department head comments, and the Commission reviewed the variances within the ordinance. The following variances are noted:

- Variance to Section 4. Lands in Flood Plains, of Article IV, Subdivision Design of the Jones County Subdivision Ordinance;
 - A small portion of Lot 1 is within the Flood Plain. The portion within the flood plain would be non-buildable.
- Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
 - There is only one access point from the county road. There is an interior street (Lot "A") distinguished as Bradley Drive and Lot 1 is accessed from Bradley Drive.
- Variance to Section 3. Interior Street Standards, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance;
 - Bradley Drive continues to a private home beyond said subdivision. There is no cul-de-sac.
- Variance to Section 7. Storm Water Pollution Prevention Plan, of Article V, Minimum Improvements, of the Jones County Subdivision Ordinance.
 - No development is expected. If more than one acre is disturbed, a Storm Water Pollution Prevention Plan will be required. Any future development will be required to be annexed within the City of Monticello.

- 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 are no improvements expected. The current Bradley Drive is an existing road which does not need improvements.

Motion by Stamp, seconded by McElheny to close the public hearing on the preliminary plat for Brad Stephen's Second Addition at 4:50 p.m. All aye. Motion carried.

Motion by McElheny seconded by Doll to recommend approval of the preliminary plat for Brad Stephen's Second Addition with the variances noted above to the Board of Supervisors. All aye. Motion carried.

2022 Comprehensive Plan Review Meeting #5 – McElheny lead the Commission through the goals and objectives for Agricultural Protection and Economic Development.

McElheny gave an update on the City of Wyoming Comprehensive Plan meeting and meetings held by ECICOG in conjunction with a Regional Envisioning Project that were held in Monticello and Anamosa.

The next meeting will be moved to Tuesday, November 16th to accommodate the Land Use Administrator/Deputy Auditor's schedule due to the upcoming City/School Election on November 2, 2021.

The Commission adjourned at 6:25 p.m. Motion by McElheny seconded by Stamp. All aye. Motion carried.