

**JONES COUNTY
PLANNING & ZONING COMMISSION
TUESDAY, FEBRUARY 13, 2024 4:30 P.M.
BOARD ROOM, JONES COUNTY COURTHOUSE**

- 4:30 p.m.**
- Call meeting to order, approve agenda, and January 12, 2024 meeting minutes.

 - Public Hearing on the preliminary and final plat for owner Roger Stephen to subdivide the Northwest Corner of Section 34 in Lovell Township, Calling this Brad Stephen's Third Addition.

 - Action on the preliminary and final plat for owner Roger Stephen to subdivide the Northwest Corner of Section 34 in Lovell Township, Calling this Brad Stephen's Third Addition

 - Discuss pipeline ordinance as requested by the Board of Supervisors. Possible action.

 - Next meeting, March 12, 2024. Application deadline is Wednesday February 21, 2024.

 - Adjourn

Jones County Planning and Zoning Commission Meeting Minutes January 16, 2024 4:30 p.m.

Members present:

Tim Fay
Keith Stamp
Kris Doll
Janine Sulzner
Lowell Teidt

Members Absent:

None

Staff present:

Whitney Amos, Jones County Land Use Administrator
Whitney Hein, Jones County Auditor

Visitors present:

Mary Melchert
Jason Gideon
Rick Caspers
Ned Rohwedder

Chairperson Fay called the meeting to order at 4:34 p.m.

Motion by Teidt seconded by Stamp to approve the agenda to the meeting. All aye. Motion carried.

Motion by Sulzner seconded by Teidt to approve the meeting minutes for the December 12, 2023, meeting. All aye. Motion carried.

Motion by Teidt seconded Stamp to open the public hearing at 4:34 p.m. for Owner ECG Commercial Developer Jason Gideon to rezone parcel 2008-129 containing 2.73 acres in the SW ¼ NE ¼ of section 20 of Fairview Township, located at 23381 County Road E34, Anamosa, from the R-Residential District to the C2-Highway Commercial District.

The application, aerial map, and written report were sent to the Commission and certified letters were sent to adjacent landowners. At the time of the meeting, all the adjacent landowners had received their certified letters. There were no written or verbal comments received on the application. The owner received a copy of the written report.

There was discussion by Fay as to what entities Gideon is anticipating putting onto this property. Gideon advised that this building would resemble a building in Marion and be a retail center with different entities. There are many different plans, but nothing confirmed at this time. Gideon also advised that he will be putting in a used car dealership as well on the property.

Gideon plans to hook up to the Fairview sewer system and that he has been in communication with the sewer treatment company that runs the Fairview sewer system, and he is approved to be able to hook up to that. Gideon also indicated that the Avacentre was interested in possibly hooking up with his sewer main, they have yet to finalize things.

Motion by Stamp seconded by Teidt to close the public hearing at 4:42pm All aye. Motion carried.

Motion by Stamp seconded by Teidt to recommend approval to the Board of Supervisors for the rezoning application for ECG Commercial Development-Jason Gideon, to rezone Parcel 2008-129 containing 2.73 acres in the SW ¼ NE ¼ of Section 20 of Fairview Township, located at 23381 County Road E34, Anamosa, from the R-Residential District to the C2-Highway Commercial District.

Roll call vote:

Tim Fay- Aye
Keith Stamp-Aye
Kris Doll-Aye
Janine Sulzner-Aye
Lowell Teidt-Aye

All Aye. Motion carried.

Motion by Sulzner seconded Teidt to open the public hearing at 4:44 p.m. on a preliminary plat for owner Ricky G & Virginia R Caspers, to subdivide Lot 13 of Wapsi Ridge 1st Addition, Section 15, of Fairview Township into a three-lot subdivision called Wapsi Ridge 2nd Addition. All Aye. Motion Carried.

The Land Use Administrator discussed the packets including the subdivision application, the preliminary plat provided by the owner, along with information from other county departments. In discussion with Caspers, his intentions are to sell off Lot #3 and keep Lot #1 and Lot #2. The easement through Lot# 4 was discussed, Caspers advised that he does have all the paperwork aligned for the easement and that the easement is 30 ft. wide. Hein did advise the Board that an easement like this has never been done before in a subdivision.

The Commission reviewed the Land Use Administrator's report which included the following:

- Variance to Section 6 of Article IV Location- subdivision is greater than ½ mile from a hard surface road. The entrance to the subdivision is .86 mile from the nearest hard surface road which is County Rd E34. The original subdivision was approved with it being greater than a ½ mile from a hard surface road because Forest Chapel Rd is a stabilized gravel surface.
- 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.
 - Lot 1 appears to have an existing access from Rebel Dr. and appears to cross a small portion of Lot 2.
 - Lot 2 has direct access from Rebel Dr.

- Lot 3 has access through an existing established trail across Lot 4 of Wapsi Ridge 1st Addition.
- 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.
 - If more than 1 acre is disturbed a Storm Water Pollution Prevention Plan will be required.

Motion by Teidt seconded by Stamp to close the public hearing at 4:52 pm. All Aye. Motion carried.

Motion by Sulzner, seconded by Stamp to recommend approval of Wapsi Ridge 2nd Addition subdivision to the Board of Supervisors including the variances noted above.

Roll call vote:

Tim Fay-Aye
Keith Stamp-Aye
Kris Doll- Aye
Janine Sulzner- Aye
Lowell Teidt- Aye

All Aye.Motion Carried.

There was much discussion about creating a new Pipeline Ordinance. All members agree that Jones County does need a Pipeline Ordinance. However, there are still a lot of questions about setbacks, compaction study, emergency medical preparedness and response. Stamp has offered to do some research more on these pipelines and hazards that come with them.

Rohwedder advised that the Board of Supervisors are also in agreement of the need for a Pipeline Ordinance. Further discussion will continue in the forthcoming meetings.

Next meeting, will be Tuesday February 13, 2024, at 4:30 p.m.

Motion by Tiedt seconded by Stamp to adjourn at 5:27p.m.
All aye. Motion carried.

Jones County Land Use
Rm 113 Courthouse, 500 W Main St.
Anamosa, Iowa 52205
Phone: 319-462-2282 Fax: 319-462-5815
Email: landuse@jonescountyiowa.gov
Website: www.jonescountyiowa.gov



JONES COUNTY LAND USE

Date: February 7, 2024

To: Planning and Zoning Commission

From: Whitney Amos Land Use Administrator

Re: Review of Brad Stephen's Third Addition subdivision-preliminary and final plats

A review of the requirements within the ordinance were outlined and the following variances are noted:

- Variance to Section 2. Streets and Access Points, of Article V, Minimum Improvements of the Jones County Subdivision Ordinance.
 - There is not two public access points, however there are two proposed common access easements.
 - The proposed easement will be a 60'x75' located on the NW corner of this two-acre section.
 - The second proposed easement will be 60'x200.36' running along the eastern part of this two-acre section from Pontiac Drive.
- 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.
 - If more than one acre is disturbed a Storm Water Pollution Prevention Plan will be required to be submitted.
- Variance to Section 5. of Article VII, A soil erosion control plan and drainage control plan created by a licensed engineer, filed with the Jones County Land Use Office.
 - Per Jones County District Soil Conservationist a soil erosion plan must be submitted before any land disturbing activity.

Review by the Jones County Land Use Administrator

	<p>Jones County Engineer – Derek Snead</p>
<p>Comments:</p>	<p><i>I have reviewed the Subdivision Application submitted by Mr. Stephen. My comments are as follows:</i></p> <ul style="list-style-type: none"> • <i>Jones County has established rules for control of access to secondary roads. This policy was developed to formalize Jones County’s requirements for the location and establishment of driveways, field accesses and farm entrances requested by county property owners. If a new access will be constructed or if there are any proposed changes to an existing property access, the property owner must file an ‘Application for Access’ with the Jones County Secondary Road Department prior to commencing any access construction.</i> • <i>Jones County has established an ordinance to ensure uniform building and structural alterations along County public secondary road rights-of-way that will protect and preserve the highway corridor. If a property owner desires to build a structure or alter an existing structure that is within thirty feet of the secondary road right-of-way, then a variance request must be filed with the County Engineer’s Office before any construction may commence.</i> • <i>Any work that may necessitate work (ditching, driveway resurfacing, etc.) within the County road right-of-way must first obtain an Application for Alteration of Public Right-of-Way before commencing with construction.</i> <p><i>If the applicant has any questions on any of the above conditions, please contact myself for more information and guidance.</i></p>
	<p>Jones County District Soil Conservationist – Addie Manternach</p>
<p>Comments:</p>	<p><i>I do not see any major concerns/impacts of the planned Brad Stephen’s Third Addition subdivision at its proposed location. I’m not sure from the information provided if there will be any earthmoving or land cover disturbed as part of this proposed project. If there will be, the landowner is advised to take precautions to control soil erosion and sediment runoff from the construction site. During any construction where earthmoving occurs or existing land cover is disturbed, there is the potential for increased soil erosion from wind and rain, resulting in degraded lands. Also, runoff from heavy rain events during construction is likely to wash soil and other loose material into nearby water bodies, impairing the water quality and degrading aquatic habitat. The Jones Soil & Water Conservation District advises putting a construction site erosion control plan in place prior to starting any land disturbing activity. The plan should include the installation of practices such as silt fence and mulching to prevent on-site soil erosion and address sediment leaving the property.</i></p>

	Jones County Sanitarian – Paula Hart
Comments:	<ul style="list-style-type: none"> • <i>A well permit from this department must be issued. If water use exceeds the private well definition, a public well is required and must be permitted and registered with DNR as a public water supply (PWS).</i> • <i>A septic permit from this department must be issued prior to construction, and installed by a certified septic contractor with Jones County. OR if meets DNR specifications a permit must be issued by the DNR.</i>
	Flood Plain Manager – Brenda Leonard
Comments:	<i>Property is not located in a flood plain.</i>
	Jones County Conservation Board - Brad Mormann
Comments:	<i>No comments received</i>
	Jones County E911 Coordinator – Gary Schwab
Comments:	<i>The Brad Stephen's 3rd Addition has been reviewed and has been found compliant to Chapter 3, Uniform Rural Address System to Title IV Streets, Roads Public Ways and Transportation, as part of the Jones County Code of Ordinances.</i>

Jones County Land Use
 Rm 113 Courthouse, 500 W Main St.
 Anamosa, Iowa 52205
 Phone: 319-462-2282 Fax: 319-462-5815
 Email: landuse@jonescountyiowa.gov
 Website: www.jonescountyiowa.gov



Jones County Zoning Subdivision Application

Use this form for any person intending to divide a parcel of land within Jones County into three (3) or more lots since April 1, 1998 for immediate or future sale or for development purposes.
 The developer shall comply with the procedures established in the Jones County Subdivision Ordinance. The subdivider shall attach ten (10) copies of the preliminary plat conforming in detail to the requirements set forth in the ordinance.

The Planning and Zoning Commission shall hear each application on its agenda and transmit its recommendation to approve, disapprove, or to grant conditional approval, to the Board of Supervisors.

Preliminary Plat Fee: \$225.00 Paid 570.00 Date: 1-5-24
 Final Plat Fee: \$325.00 + \$20 per lot Paid 570.00 Date: 1-5-24
All fees are non-refundable and payable to Jones County.

Date Application Filed: _____

Developer Information			
Name: Roger Stephen			
Address to receive mail:	House Number & Street: 1011 S. Main Street	Apartment/Unit	
	City: Monticello	State: IA	Zip Code: 52310
Phone: (319) 480-2405	E-mail Address:		

Owner Information			
Name (if different from above.) SDME			
Address to receive mail:	House Number & Street:	Apartment/Unit	
	City:	State:	Zip Code:
Phone: ()	E-mail Address:		

Parcel Information				
Township	86 North LOVELL	Section	34	Property Address
Current Zoning District	Agricultural	Residential	x Commercial	S. Main Street Monticello, Ia 52310
				County Parcel ID(s), if known: 0234103002

If the current zoning district and proposed zoning classification are different, a Rezoning Application is required before proceeding with the Subdivision Application. Please contact the Land Use Administrator with questions.

Legal description of area: SEE ATTACHED

Name of Surveyor: RICHARD P. NOWOTNY Number of lots proposed: 1

Subdivider is to submit the name of the subdivision to the Jones County Auditor for approval.

Is the subdivision within two miles of the cities of Anamosa, Cascade or Monticello? YES

The lots must comply with the minimum lot area, front, rear, and side yard setbacks, and maximum height restrictions in the applicable district, as described in the Jones County Zoning Ordinance. The Jones County Zoning Ordinance is available in the office of the Jones County Auditor, or on-line at www.jonescountyiowa.gov.

The developer is responsible for reviewing the provisions of the Jones County Zoning and Subdivision Ordinances prior to submitting this application.

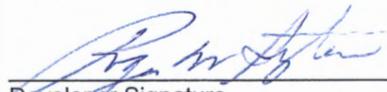
Attachments to preliminary plat and application:

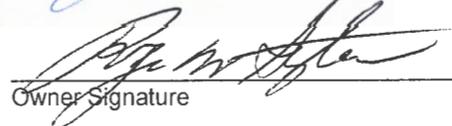
- A soil erosion control plan and drainage control plan created by a licensed engineer.
- A general description of all minimum improvements to be created within the subdivision.

DNR Storm Water Permits are required when development disturbs one acre or more of land. For more information, contact the Department of Natural Resources at (515) 725-8417 or Clark Ott at (563) 927-2640 and ask for storm water permit assistance.

This development is subject to, and shall be required, as a condition of final development approval, to comply with the Code of Iowa and all Jones County ordinances, requirements, and standards that are in effect at the time of final development approval.

The undersigned applicant certifies under oath and under the penalties of perjury that the foregoing information is true and correct.

 1-3-24
 Developer Signature Date

 1-3-24
 Owner Signature Date

QUESTIONS

WHO TO CONTACT

Flood Plain Determination	Emergency Management (319) 462-4386
Access Permit for Drive	County Engineer (319) 462-3785
Well and Septic Permits	Environmental Services (319) 462-4715
911 Address	911 Coordinator 319-462-2735

DESCRIPTION - BRAD STEPHEN'S THIRD ADDITION

Commencing at the Northwest Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence $S00^{\circ}03'12''E$, along the West Line of the Northwest Quarter of said Section 34, a distance of 1234.22 feet; Thence $S89^{\circ}24'55''E$, 376.11 feet, to the Northwest Corner of Parcel 2005-173, in accordance with the Plat thereof Recorded in Plat Book Q, at Page 121 of the Records of the Jones County Recorder's Office, a Point on the Easterly Right-of-Way Line of South Main Street, and the POINT OF BEGINNING; Thence $N02^{\circ}51'45''W$, along said Easterly Right-of-Way Line, 200.36 feet; Thence $S89^{\circ}24'55''E$, 435.60 feet; Thence $S02^{\circ}51'45''E$, 200.36 feet, to the Northeast Corner of said Parcel 2005-173; Thence $N89^{\circ}24'55''W$, along the North Line of said Parcel 2005-173, a distance of 435.60 feet, to the POINT OF BEGINNING. Said Brad Stephen's Third Addition contains 2.00 Acres, and is subject to easements and restrictions of record.

Adjacent Property Owners List
Brad Stephen's Third Addition
Within 500'
MMS Project #7502-003

Stephen, Roger W
1011 S Main St
Monticello IA 52310

Welter Storage Properties LLC
118 Shomont Dr
Monticello IA 52310

Prull Properties LLC
PO Box 9
Monticello IA 52310

Triangle Agri Services Corp
1418 S Main St
Monticello IA 52310-7703

Sable Noir Inc
16203 County Road E16
Monticello IA 52310-7698

Wheels Of Progress LLC
121 E Grand St
Monticello IA 52310

Amerigas Eagle Propane Lp
P O Box 798
Valley Forge PA 19482-9908

Benter, Brett J
21575 Stone Bridge Rd
Monticello IA 52310



Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

LETTER OF TRANSMITTAL

TO: Land Use
 Jones County

Date: 1/4/24	Project #: 7502-003
From: MMS Consultants, Inc.	
RE: Brad Stephens Third Addition	

We are sending you the following attached items: **Via Hand Delivered**

COPIES	DATE	PROJECT NO.	DESCRIPTION
1	1/4/24	7502-003	Application for Preliminary Plat & Final Plat
1	1/4/24	7502-003	APO List
10	1/4/24	7502-003	Final Plat
10	1/4/24	7502-003	Preliminary Plat

These are transmitted as checked below:

- | | | |
|--|---|---|
| <input type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> For Approval & Signature |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Returned as noted | <input type="checkbox"/> For Recording |
| <input type="checkbox"/> For review & comment | <input type="checkbox"/> Prints returned after loan to us | <input type="checkbox"/> Other |

REMARKS:

Randy Williams
 MMS Consultants, Inc.

COPY TO: _____

Received by: _____ Date: _____ Time: _____

IF ENCLOSURES ARE NOT NOTED, KINDLY NOTIFY US AT ONCE.



Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

LETTER OF TRANSMITTAL

TO: Land Use
 Jones County

Date: 1/4/24	Project #: 7502-003
From: MMS Consultants, Inc.	
RE: Brad Stephens Third Addition	

We are sending you the following attached items: **Via Hand Delivered**

COPIES	DATE	PROJECT NO.	DESCRIPTION
1	1/4/24	7502-003	Application for Preliminary Plat & Final Plat
1	1/4/24	7502-003	APO List
10	1/4/24	7502-003	Final Plat
10	1/4/24	7502-003	Preliminary Plat

These are transmitted as checked below:

- | | | |
|--|---|---|
| <input type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> For Approval & Signature |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Returned as noted | <input type="checkbox"/> For Recording |
| <input type="checkbox"/> For review & comment | <input type="checkbox"/> Prints returned after loan to us | <input type="checkbox"/> Other |

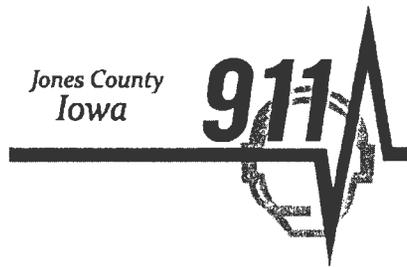
REMARKS:

Randy Williams
 MMS Consultants, Inc.

COPY TO: _____

Received by: _____ Date: _____ Time: _____

IF ENCLOSURES ARE NOT NOTED, KINDLY NOTIFY US AT ONCE.



January 23, 2024

Atten: Jones County Planning and Zoning Board

Subject: Brad Stephen's 3rd Addition

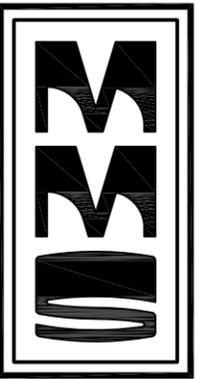
The Brad Stephen's 3rd Addition has been reviewed and has been found compliant to Chapter 3, Uniform Rural Address System to Title IV Streets, Roads Public Ways and Transportation, as part of the Jones County Code of Ordinances.

Gary Schwab
Jones County 911 Coordinator
500 West Main Street, Rm 34
Anamosa, IA 52205
911@co.jones.ia.us
319-462-2735
Attachment

LOCATION: A PORTION OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, JONES COUNTY IOWA	SUBDIVIDER: ROGER W STEPHEN, 1011 S MAIN ST MONTICELLO, IOWA 52310
LAND SURVEYOR: RICHARD R. NOWOTNY P.L.S MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	PROPRIETOR OR OWNER: ROGER W STEPHEN, 1011 S MAIN ST MONTICELLO, IOWA 52310
DATE OF SURVEY: 10-24-2023	

FOR COUNTY RECORDER'S USE

FINAL PLAT BRAD STEPHEN'S THIRD ADDITION (SHEET 1 OF 2) JONES COUNTY, IOWA



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282

www.mmsconsultants.net

Date	Revision

DESCRIPTION - BRAD STEPHEN'S THIRD ADDITION

Commencing at the Northwest Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence S00°03'12"E, along the West Line of the Northwest Quarter of said Section 34, a distance of 1234.22 feet; Thence S89°24'55"E, 376.11 feet, to the Northwest Corner of Parcel 2005-173, in accordance with the Plat thereof Recorded in Plat Book Q, at Page 121 of the Records of the Jones County Recorder's Office, a Point on the Easterly Right-of-Way Line of South Main Street, and the POINT OF BEGINNING; Thence N02°51'45"W, along said Easterly Right-of-Way Line, 200.36 feet; Thence S89°24'55"E, 435.60 feet; Thence S02°51'45"E, 200.36 feet, to the Northeast Corner of said Parcel 2005-173; Thence N89°24'55"W, along the North Line of said Parcel 2005-173, a distance of 435.60 feet, to the POINT OF BEGINNING. Said Brad Stephen's Third Addition contains 2.00 Acres, and is subject to easements and restrictions of record.

<p>SEAL</p>	<p>I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.</p> <p>_____ 20____</p> <p>RICHARD R. NOWOTNY P.L.S. Iowa Lic. No. 17916</p> <p>My license renewal date is December 31, 20 ____ .</p> <p>Pages or sheets covered by this seal: _____ _____ _____</p>
	<p>Signed before me this _____ day of _____, 20____ .</p> <p>_____ Notary Public, in and for the State of Iowa.</p>

FINAL PLAT

**BRAD STEPHEN'S
THIRD ADDITION**

**JONES COUNTY
IOWA**

MMS CONSULTANTS, INC.

Date: **04-01-2024**

Designed by: **RRN** Field Book No: **1328**

Drawn by: **RLW** Scale: **1"=200'**

Checked by: **RRN** Sheet No: **1**

Project No: **IC 7502-003** of: **2**

PLAT APPROVED BY:	
JONES COUNTY BOARD OF SUPERVISORS:	
CHAIRPERSON	DATE

