

## Minutes of Zoning Commission Meeting held January 7, 2020

Unapproved minutes

- I. **Call to Order.** Meeting was called to order at 9:00 a.m. in Zoning office. The Chair advised all to silent their phones. Commission members present were Susan Nelson, Dean Tjaden, Guy Carpenter, and Ben Rottinghaus. Four (4) out of five (5) members were present. Also present was Lezlie Weber, Zoning administrator. Attached to these minutes and made a part hereof is a list of additional attendees.
- II. **Approval of Agenda.**

The chair mentioned it was first meeting and no elections on agenda and to put that on the next agenda. Chair then asked if everyone had chance to review the agenda, and if there was motion. There was an amendment to the agenda, final plat needed changed to preliminary plat in two places. A motion to approve the agenda as amended was made by Dean Tjaden and seconded by Guy Carpenter. The motion was unanimously approved.
- III. **Approval of Minutes.**

The chair asked if there was a motion for the minutes. A motion to approve the minutes from the November 14, 2019 was made by Dean Tjaden and was seconded by Guy Carpenter. The motion was unanimously approved.
- IV. **Public Comment Period.**

None.
- V. **Old Business.**

None.
- VI. **Open public hearing regarding application for subdivision.**
  - A. Request by Raymond Holzer who has filed a request for approval of preliminary plat for a 7 (seven) lot subdivision, located at 2648 195<sup>th</sup> St, Charles City, of Section 2, township 95, range 16, St. Charles township, Floyd Co. Iowa.
  - B. Applicant was present and stated to the board his intentions. He was just going to do one lot at a time as they sold but was informed that each one would trigger a subdivision so best to do it all together. He does not want to do any construction himself, he just wants the lots separated out so he can sell the lots to buyers as interested.
  - C. Chair reviewed the order in which the subdivision is stated. Chair asked about County Engineer approving. Lezlie said yes, the engineer submitted letter and gave chair a copy. Chair asked if there were any adjacent subdivisions around his location. Holzer explained where his location was and said directly across 195<sup>th</sup> was Maple Heights. Got the county's short- and long-range zoning maps out and showed Chair location of where Holzer wanted his subdivision. Question was asked if this was made to be able to expand in the future. Holzer stated he has no desire to go any farther with this. But rest of his land is in CRP for the next 10 years. Question asked if MidAmerican project affected anything out there, Holzer stated it should not, its along his ditch on the same side of 195<sup>th</sup>.
  - D. Staff reported that this subdivision has gone past the Charles City Planning and Zoning and was told it was approved but has not seen anything come through from John Fallis on it. Lezlie also reported that County Engineer was

at last meeting during discussion on this matter and he wrote letter of his approval. Lezlie also said the subdivision plat name had been approved by the auditor's office.

VII. Closed public hearing regarding application for subdivision.

VIII. Review/Action regarding public hearing on approval of preliminary Plat

A. Chair asked for a motion: to approve or deny the application. Guy Carpenter made motion to approve the preliminary plat for Holzer's subdivision. Motion Seconded by Dean Tjaden. Roll call vote was taken and it passed unanimously.

B. Lezlie told Holzer that this would go in front of the Board of Supervisors on January 14, 2020. Chair added in to be sure to give Board of Supervisors a copy of city approval, maps, engineers letter, and zoning commission recommendation.

**VIII. Other Business.** Lezlie reminded everyone that amendments to ordinance. We received a letter to adopt the floodplain maps so that amendments to ordinance need made and all others that are needing made need to be addressed. We can discuss this further at our next meeting. Feb 4, or March 3 worked well for members present.

IX. **Commission comments.** none

X. **Staff Comments.** None.

XI. **Adjournment.**

Chair asked if there was any further business.

Chair asked for motion for adjournment. Dean Tjaden, seconded by Ben Rottinghaus.

Zoning Administrator

Lezlie Weber