

DRAFT MINUTES

DELAWARE COUNTY ZONING COMMISSION

1:00 p.m.

Wednesday, May 17, 2023

Conference Room (basement), Delaware County Courthouse

301 E Main Street, Manchester, Iowa

Commissioners Present: Chairperson John Zietlow, Vice Chair Brad Kimmerle, Commissioners Patti Glanz, and Kris Coeey.

Commissioners Excused: Dave Kronlage.

Commissioners Absent: None.

Staff Member Present: Zoning Administrator Alex Linderwell, ECIA Senior Planner Laura Carstens.

CALL TO ORDER AND ROLL CALL: The meeting was called to order by Chairperson Zietlow at 1:01 p.m. and roll call taken. A sign-in sheet was distributed to members of the public in attendance (copy attached).

MINUTES: Motion by Kimmerle, seconded by Glanz, to approve the minutes of the April 19, 2023 Zoning Commission meeting as submitted. Motion carried by the following vote: Aye – Kimmerle, Glanz, Coeey, and Zietlow; Nay – None.

CASE 1-23: Rezoning – Lake Pointe Estates and Lake Pointe Estates 2nd Addition subdivisions in Section 30, Township 88, Delhi Township, Delhi, Iowa from A-1 Agricultural District to R-4 Lake Delhi Residential/Recreational District.

Chairperson Zietlow opened the public hearing and asked for a presentation by the applicant.

The applicant, Alex Linderwell, Zoning Administrator of Delaware County, explained the request is to rezone Lake Pointe Estates and Lake Pointe Estates 2nd Addition subdivisions from A-1 Agricultural District to R-4 Lake Delhi Residential/Recreational District. Mr. Linderwell spoke in favor of the request. He reviewed the application and staff report. He noted the enclosed maps and other related materials. He explained the difference in terrain for properties in the floodplain. He recommended that the Zoning Commission recommend approval of the R-4 rezoning with no conditions.

Commission discussion followed on the types of seasonal and permanent uses allowed in the R-4 District. Mr. Linderwell reviewed the list of permitted principal uses allowed in the R-4 district. Commission and staff discussed what area will be rezoned, what parcels are within 500 feet, and how the subdivision will develop. Mr. Linderwell said he has received no opposition.

Chairperson Zietlow asked for public comments. There were no public comments. Chairperson Zietlow closed the public hearing.

Commission members reviewed the standards for review, and discussion followed on the rezoning process.

Motion by Coeey, seconded by Kimmerle, to recommend approval of the rezoning of Lake Pointe Estates and Lake Pointe Estates 2nd Addition subdivisions in Section 30, Township 88, Delhi Township, Delhi, Iowa from A-1 Agricultural District to R-4 Lake Delhi Residential/Recreational District. Motion carried by the following vote: Aye – Kimmerle, Glanz, Zietlow, and Coeey; Nay – None.

Mr. Linderwell noted this rezoning request is fast-tracked so the Board of Supervisors will hold their public hearing on Monday, May 22, 2023. Discussion followed that while Mr. Linderwell will be at the Supervisors' meeting, a Commission representative is welcome to attend but is not required to attend.

CASE 2-23: Zoning Ordinance Amendment – Section 2.07 C-2 General Commercial District, Subsection A. Permitted Principal Uses and Structures to read: 3. Any non-residential uses and structures permitted in A-1 Agricultural District.

Chairperson Zietlow opened the public hearing and asked for a presentation by the applicant.

The applicant, Alex Linderwell, Zoning Administrator of Delaware County, explained the request is to amend Section 2.07 C-2 General Commercial District, Subsection A. Permitted Principal Uses and Structures to read: 3. Any non-residential uses and structures permitted in A-1 Agricultural District. He spoke in favor of the request. He reviewed the transmittal letter and the various attachments. He explained that since this Ordinance Amendment is to clarify the Zoning Ordinance, the recommended motion is for the Zoning Commission to recommend approval of this amendment with no conditions.

Chairperson Zietlow asked for public comments. There were no public comments. Chairperson Zietlow closed the public hearing.

Commission members reviewed the standards for review, and discussion followed. Commissioners noted this amendment would prevent residential uses from being built in commercial or industrial areas.

Motion by Kimmerle, seconded by Glanz, to recommend approval of the Zoning Ordinance amendment as presented to amend Section 2.07 C-2 General Commercial District, Subsection A. Permitted Principal Uses and Structures to read: 3. Any non-residential uses and structures permitted in A-1 Agricultural District. Motion carried by the following vote: Aye – Kimmerle, Glanz, Zietlow, and Coeey; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: Business: Potential Zoning Ordinance Amendments

Zoning Administrator Alex Linderwell explained that the Commission asked for additional time to discuss potential Zoning Ordinance amendments at their work session on April 19, 2023. He reviewed the potential amendment was for Home Based Businesses. Discussion followed. There were no changes requested, so this proposal will be set for public hearing at a future Commission meeting.

ITEMS FROM STAFF: Next Meeting: June 21, 2023

ADJOURNMENT: Motion by Glanz, seconded by Coeey, to adjourn the May 17, 2023 Zoning Commission meeting. Motion carried by the following vote: Aye – Kimmerle, Glanz, Zietlow, and Coeey; Nay – None. The meeting adjourned at 1:51 p.m.

Respectfully submitted,
Alex Linderwell, Zoning Administrator

Adopted:

Attachment: 5-17-23 ZC Sign in Sheet