

DELAWARE COUNTY ZONING COMMISSION

1:00 p.m.

Wednesday, December 20, 2023

Conference Room (basement), Delaware County Courthouse
301 E Main Street, Manchester, Iowa

Commissioners Present: Chairperson John Zietlow, Commissioners Patti Glanz, Dave Kronlage, and Kris Coeey.

Commissioners Excused: Vice Chairperson Brad Kimmerle.

Commissioners Absent:

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

CALL TO ORDER AND ROLL CALL: The meeting was called to order by Chairperson John Zietlow at 1:01 p.m. and roll call taken. Manchester City Manager Tim Vick was present. There were no members of the public present.

MINUTES: Motion by Glanz, seconded by Kronlage, to approve the minutes of the June 21, 2023 Zoning Commission meeting as submitted. Motion carried by the following vote: Aye – Glanz, Kronlage, Coeey, and Zietlow; Nay – None.

PUBLIC HEARING -- CASE 4-23: Zoning Ordinance Amendment – Establish new and updated regulations for manufactured, mobile, modular homes and land-leased communities based on Iowa Code.

Applicant: Alex Linderwell, Zoning Administrator. **Proposal:** Replace existing regulations and add new regulations for manufactured, mobile, modular homes and land-leased communities based on Iowa Code to comply with Iowa Code Chapter 335 County Zoning and Chapter 435 Property Taxes on Manufactured and Mobile Homes.

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

Zoning Administrator Alex Linderwell and ECIA Senior Planner Laura Carstens explained the request is to replace existing regulations and add new regulations for manufactured, mobile, modular homes and land-leased communities based on Iowa Code. Carstens reviewed the clean and redline versions of the amendment. She 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. Discussion followed.

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. Zoning Administrator Alex Linderwell explained the regulations reflect Iowa Code, retaining as much of the existing language as possible.

Motion by Kronlage, seconded by Glanz, to recommend approval of the Case 4-23 Zoning Ordinance amendment as presented. Motion carried by the following vote: Aye – Glanz, Kronlage, Coeey, and Zietlow; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: Other Business:

Potential Zoning Ordinance Amendments: Zoning Administrator Linderwell reviewed the potential amendment was to: Allow storage garage, as defined, as a principal permitted use in the Commercial and Industrial Districts with conditions; and Define storage warehouse, which currently is allowed in Commercial Districts as an accessory use.

Zoning Administrator Linderwell explained what the regulations now allowed, and why this amendment is proposed. He explained the current and proposed regulations for commercial and industrial districts. Discussion followed on different types of storage facilities. Carstens reviewed the current and proposed definitions and changes for commercial and industrial districts. She explained that these amendments would need to be set for a public hearing at a future date for a vote by the Commission.

Discussion followed on the current definition of storage garage and the proposed definition for storage warehouse, what equipment and materials are allowed to be stored, what equipment and materials are not allowed, and if the structures can be attached or stand-alone. Discussion followed on intensity of uses for commercial versus industrial districts. Discussion followed on revising the definitions for storage garage to differentiate between residential, commercial, and industrial districts. Staff will work on new definitions for future review by the Commission.

Potential Update of 2012 Comprehensive Plan: Zoning Administrator Linderwell referenced information on comprehensive plans recommends updates every five years and the County Comprehensive Plan was adopted in 2012. Discussion followed on including small cities in the planning process again, and coordinating with cities with adopted comprehensive plans and with extraterritorial subdivision review.

Airport Zoning Overlay District. Manchester City Manager Tim Vick requested that Delaware County consider adopting an Airport Zoning Overlay District in cooperation with the City of Manchester. Discussion followed. Mr. Vick explained the regulations, the FAA requirements, and the standards that are typically required. He reviewed planned improvements for the Manchester Airport and the update process for the overlay district. He will send a copy of the overlay district language to Zoning Administrator Linderwell.

ITEMS FROM STAFF: Next Meeting: January 17, 2024

ADJOURNMENT: Motion by Coeey, seconded by Glanz, to adjourn the Zoning Commission meeting. Motion carried by the following vote: Aye – Glanz, Kronlage, Coeey, and Zietlow; Nay – None. The meeting adjourned at 2:03 p.m.

Respectfully submitted,

Alex Linderwell, Zoning Administrator

Adopted: