

DRAFT MINUTES

DELAWARE COUNTY ZONING COMMISSION

1:00 p.m.

Wednesday, January 17, 2024

Conference Room (basement), Delaware County Courthouse

301 E Main Street, Manchester, Iowa

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

Commissioners Excused: None.

Commissioners Absent: None.

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.

APPROVAL OF AGENDA: Motion by Glanz, seconded by Kronlage, to approve the agenda. Motion carried by the following vote: Aye – Glanz, Kronlage, and Zietlow; Nay – None.

MINUTES: Motion by Kronlage, seconded by Glanz, to approve the minutes of the December 20, 2023 Zoning Commission meeting with the corrected spelling of “Glanz” on page 1. Motion carried by the following vote: Aye – Glanz, Kronlage, and Zietlow; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: Other Business:

Potential Zoning Ordinance Amendments: Zoning Administrator Linderwell noted that based on discussion at the last meeting, information was provided on the current definitions in the Zoning Ordinance as well as list of definitions from other municipalities.

Discussion followed on revising the current definitions and the appropriate districts for different types of storage uses. In response to questions from Commissioners, Manchester City Manager Tim Vick shared information about the City of Manchester zoning, building, and fire codes related to garages, mini-warehouses, and other storage facilities. In response to questions from Commissioners, Zoning Administrator Linderwell recommended the following revised and new definitions:

REVISED> Garage, Private. An accessory building designed or used for the storage of ~~not more than four (4)~~ motor-driven vehicles owned and used by the occupants of the building to which it is accessory. ~~Not more than two (2) of the vehicles may be commercial vehicles.~~

REVISED> Garage, Storage. Any building or premises, ~~including a mini-storage garage,~~ used for storing motor-driven vehicles ~~(other than commercial vehicles),~~ recreational vehicles and trailers, boats, furniture, or other miscellaneous personal property, ~~excluding and~~ such things as automobile fuels and oils or other hazardous or volatile substances *not exceeding 250 gallons each.*

NEW> Mini-Warehouse. *A building or buildings in which several “self-storage” units or*

vaults are rented for the storage of goods. Each unit is separated from the other units, and access usually is provided through an overhead door or other common access point.

Staff will provide a revised Zoning Ordinance amendment for future review by the Commission.

Airport Zoning Overlay District. Manchester City Manager Tim Vick shared a copy of the Airport Zoning Overlay District for the City of Manchester. Discussion followed. Zoning Administrator Linderwell will send a copy of the overlay district to the Commission members.

ITEMS FROM STAFF: Next Meeting: Zoning Administrator Linderwell said the next meeting is February 21, 2024 and there will be a public hearing on a rezoning request for an event center. He noted the Board of Adjustment is discussing a potential Zoning Ordinance amendment for cell tower decommissioning.

ADJOURNMENT: Motion by Kronlage, seconded by Glanz, to adjourn the Zoning Commission meeting. Motion carried by the following vote: Aye – Glanz, Kronlage, and Zietlow; Nay – None. The meeting adjourned at 1:46 p.m.

Respectfully submitted,

Alex Linderwell, Zoning Administrator

Adopted: