

DELAWARE COUNTY ZONING COMMISSION

1:00 p.m.

Wednesday, November 20, 2024

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

Commissioners Present: Chairperson John Zietlow, Commissioners Patti Glanz and Dave Kronlage.
Commissioners Excused: none.
Commissioners Absent: none.
Staff Member Present: Zoning Administrator Alex Linderwell and ECIA Senior Planner Laura Carstens (via Teams).

CALL TO ORDER AND ROLL CALL: The meeting was called to order by Chairperson John Zietlow at 1:00 p.m. and roll call taken. There were no members of the public present.

MINUTES: Motion by Glanz, seconded by Kronlage, to approve the minutes of the February 21, 2024 Zoning Commission meeting. Motion carried by the following vote: Aye – Glanz, Kronlage, and Zietlow; Nay – None.

PUBLIC HEARINGS:

CASE: 2-24 **Zoning Ordinance Amendment – Add language to the Zoning Ordinance in regards to driveway approvals**

Applicant: Rafe Koopman, Delaware County Engineer

Proposal: Add language to the Zoning Ordinance in regards to driveway approvals

Chairperson Zietlow opened the public hearing.

Rafe Koopman, Delaware County Engineer, applicant, reviewed the request. He said his department would like to add the following language to all zoning districts bulk regulations: Any lot with less than 500' of road frontage must have an access plan approved by the Delaware County Engineer. Discussion followed about how this request would be implemented and discussed driveway density.

Zoning Administrator Linderwell reviewed how he coordinates access review for zoning cases with other County departments. Linderwell said he would not be enforcing this standard as part of the Zoning Ordinance. Koopman noted that Linderwell refers access for zoning cases to his department for their review and approval. Koopman and Linderwell discussed on the types of issues are encountering with lot splits, lot development, and driveway accesses currently. They both noted this issue is more problematic in developed areas like Lake Delhi. Linderwell reviewed the Driveway Policy and the Driveway Density guidelines.

Zoning Administrator Linderwell reviewed the staff report, noting in the Comprehensive Plan (pg. 9) speaks to transportation, talks of safe engineering principles and practices. This request would align with what is being proposed.

Commissioners closed the public hearing and discussed the proposal.

Commissioners felt the request was appropriate.

Motion by Glanz, seconded by Kronlage, to approve Case 2-24 Zoning Ordinance Amendment as presented. Motion carried by the following vote: Aye – Glanz, Kronlage, and Zietlow; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: Other Business: none.

ITEMS FROM STAFF: Next Meeting: December 18, 2024.

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 1:31 p.m.

Respectfully submitted,

Alex Linderwell, Zoning Administrator

Adopted: