

## **JACKSON COUNTY ZONING COMMISSION**

Monday, July 21, 2025

7:00 p.m.

Community Room, Jackson County Courthouse  
201 W Platt Street, Maquoketa, Iowa

**Commissioners Present:** Chair Mike Burke, Vice Chair Tom Stewart, Commissioners, Emerita Kies, Kristine Pfab, Monica McHugh, and Brian Venema

**Commissioners Excused:** Sandra Gerlach

**Staff Members Present:** Zoning Administrator Lori Roling & Administrative Assistant Becca Pflughaupt

### **Call to Order and Roll Call**

The meeting was called to order by Chair Burke at 7:00 p.m. Roll was called. A sign-in sheet was distributed, and the Zoom meeting was launched. No attendees joined via Zoom.

In-person attendees:

Mark Heitz – Bellevue, IA

Julie Heitz – Bellevue, IA

Laura Carstens, ECIA

### **Approval of Minutes – June 16, 2025**

Motion by Kies, seconded by McHugh, to approve the minutes of the June 16, 2025, Zoning Commission meeting as submitted.

Motion carried unanimously.

### **Public Hearing – Case ZC25-03**

Rezoning Request: Mark Heitz, 38209 Highway 52, Bellevue, IA

Location: Section 7, Tete des Morts Township – Parcel ID: 450207101001000

Owners/Applicants: Mark and Julie Heitz, 38277 Highway 52, Bellevue, IA

Request: To rezone from A-1 Agricultural to R-1 Residential to allow the creation of two approximately 20,000-square-foot residential lots.

Motion by Stewart, seconded by Pfab, to open the public hearing.

Motion carried unanimously.

Applicant Presentation:

Mr. Heitz explained that he purchased a neighboring property and intends to split the existing yard in half to retain a portion as open space and resell the house with the remaining yard. No new construction is proposed.

Staff Comments and Commission Discussion:

Roling wanted to clarify the project and the need for two lots of at least 20,000 square feet each to comply with R-1 zoning. Roling asked about the talk of selling the south part of the lot. Heitz explained they are still working it out with the DOT to get access.

Roling explained that would be a problem if they don't keep the 20,000 square feet necessary for R-1. Heitz stated they would be doing a swap, from one end of the property to the other end. Roling stated he may be looking at another rezoning after the fact and that it may need to be revisited. Heitz wondered about leaving half of it ag. Roling stated that would muddy it up a lot. Heitz stated he would join it with his farm. Roling raised concerns about future splits affecting compliance with minimum lot size standards. Roling brought it up on Beacon and attempted some measurements. Heitz stated they would take 6' off the garage to get the 20'. Roling stated that Heitz is looking at potentially deeding off and selling to an adjoining landowner. Heitz reiterated the only way they'd be able to do that is with the swap. Stewart asked for clarification about the garage. Roling said yes, part of it is coming down. Heitz asked about an easement. Roling stated it would be different cause they wouldn't have ownership. An easement is allowing someone to use. Stewart asked if the purpose was to give the neighbors a driveway. Heitz said yes, that's what they're trying to do. Roling stated that currently they use the driveway through the Heitz property. Pfab asked if the easiest thing to do would be an easement. Roling stated easements are easy, but she wouldn't want an easement. Heitz summed it up by stating that to give the neighbor the 20' by the garage, the neighbor proposed to give him the 30' on the other end of the lot plus a couple of acres. Venema asked wouldn't they need that lined up and ready to go before they decide where the split in the property is. Heitz said yes, the DOT would have to decide yes or no. Burke asked regarding the septic, the Heitz's explained that it's in the driveway and there are no drain fields. Roling said, would they meet the requirements for the rezoning as is, yes. McHugh agreed. Roling stated they have a 40,000 square foot lot and that can easily be divided into two 20,000 square foot lots, so that can be rezoned. There was discussion with different scenarios.

There were no public comments submitted via Zoom or in person.

Motion by McHugh, seconded by Pfab, to close the public hearing.  
Motion carried unanimously.

#### Commission Action

Motion by McHugh, seconded by Stewart, to recommend approval of the rezoning request from A-1 to R-1.

#### Roll Call Vote:

Brian Venema - yes

Kristine Pfab - yes

Monica McHugh – yes

Emerita Kies – yes

Tom Stewart – yes

Mike Burke - yes.

Motion carried unanimously.

### **Items from the Public**

None.

### **Work Session – Zoning Ordinance Update**

Presented by: Laura Carstens, ECIA

#### Topics Covered:

- Review and discussion of draft ordinance updates to Sections 2.1, 2.9, R-1 and A-1 standards, sign regulations, nonconformities, and zoning matrices
- Reorganization into clearer tables and graphics to improve readability and permit processing
- Discussion of adult and childcare uses and proposed classification by type (family home, childcare center, etc.)
- Parking, stacking, and loading space requirements introduced for clarity and consistency
- Nonconformity rules clarified for existing lots, structures, uses, and signs; aim to reduce unnecessary Board of Adjustment applications

#### Consensus Actions:

- Increase freestanding sign size limit in commercial and industrial districts from 100 sq. ft. to 200 sq. ft.
- Consolidate sign regulations into one section and align with Iowa DOT rules
- Adopt new charts distinguishing standard vs. alternative regulations for R-1 and A-1 lots (pre-1976 vs. post-1976)

#### Additional Discussion:

- Staff will provide examples of parcels where 10-foot A-1 alternative setbacks are insufficient due to location constraints (e.g., adjacent to highways)
- Acknowledgement of staff and ECIA workload; final ordinance review and public hearing preparation are ongoing

### **Items from the Commission**

Commissioners extended appreciation to Lori Roling for her dedication and leadership as this meeting marked her final Zoning Commission meeting before retirement.

### **Items from Staff**

- Staff will email parcel-specific scenarios related to A-1 alternative setbacks for further review
- Continued coordination with legal counsel and ordinance finalization will proceed
- Next regular Zoning Commission meeting is scheduled for Monday, August 18, 2025, at 7:00 p.m.

### **Adjournment**

Motion by McHugh, seconded by Pfab, to adjourn.  
Motion carried unanimously.

Meeting adjourned at 8:53 p.m.

Respectfully submitted,

**Becca Pflughaupt**

Zoning Administrator

Adopted: 8/18/2025