



**SCOTT COUNTY
PLANNING AND ZONING COMMISSION
Tuesday, June 21, 2016
7:30 P.M.**

MEETING MINUTES

1st Floor Board Room
600 W. 4th Street
Davenport, IA 52801

MEMBERS PRESENT: Clayton Lloyd, Marsha Findlay, Lynn Gibson, Tony Knobbe, Dan Portes, Carolyn Scheibe, Hans Schneklath

MEMBERS ABSENT: None

STAFF PRESENT: Timothy Huey, Planning & Development Director
Alan Sabat, Planning & Development Specialist

OTHERS PRESENT: Mark Smith (applicant), Doug Smith and LaTisha Riste (applicants), Scott County Supervisor Diane Holst, and three (3) members of the public

1. **Call to Order:** Chairman Lloyd called the meeting to order at 7:30 P.M.
2. **Minutes:** Consideration of May 3, 2016 meeting minutes. **Portes made a motion to approve. Seconded by Scheibe. Vote: All Ayes (7-0)**
3. **Final Plat Review:** Chairman Lloyd called on staff to review the Final Plat of a proposed Minor Subdivision in Section 21 of LeClaire Township. **Huey** described the general location of the existing plat, its zoning and the zoning of surrounding properties, the unique shape of the plat, and the shared access drive. **Huey** stated that this proposed plat would not increase traffic on the shared drive, nor would surface upgrades would be required. **Huey** said that the applicants had complied with the conditions prescribed during the sketch plan review: That a Conservation Restriction be prepared to prohibit development on the conservation outlots; and that an Agricultural Nuisance Covenant, with the County as party, be prepared as is traditionally done with new subdivisions.

Chairman Lloyd welcomed the applicant to speak. **Mark Smith** expressed his willingness to answer any further questions, which the Commission had none.



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Chairman Lloyd opened the floor to public comment, which there was none, and asked for staff's recommendation.

Huey recommended that the Final Plat be approved by the Commission and forwarded to the Board of Supervisors for final approval. **Scheibe** inquired about the apparent vacation of an easement shared with a neighboring land owner on the final plat, which **Huey, Schnekloth,** and **Mark Smith** explained was a matter separate from the proposed final plat.

Schnekloth made a motion to approve the minor subdivision Final Plat. Seconded by Knobbe. Vote: All Ayes (7-0)

4. **Site Plan Review:** **Chairman Lloyd** called on staff to review the site plan for the re-occupation and change in use of a portion of commercial property located at 11307 140th Street, being legally described as Part of the Southeast ¼ of the Northwest ¼ of Parcel B of Lakeside Manor, Section 1 of Buffalo Township.

Huey described the general location and the purpose of the site plan review process for the proposed Kamp N Kones, its zoning and the zoning and land use of the surrounding properties, and reviewed site photos which showed the storefront, drainage issues in the parking lot, the private roads in the vicinity, and neighboring properties. **Huey** stated that the County Building Inspector did a preliminary plans review for the site plan and provided specific building code guidance; the Health Department requested that a hand sink be added per their plans review; and the County Engineer had no comment, but the parking lot spaces need to be striped and the drainage issues need to be addressed.

Chairman Lloyd welcomed the applicants to speak. **Doug Smith** gave a brief explanation of their intent.

Chairman Lloyd welcomed the Commission to ask questions, which there were none. **Chairman Lloyd** then opened the floor to public comment, which there was also none, and asked for staff's recommendation.

Huey referenced his responsibility to encourage economic development and said small businesses like Kamp N Kones are important parts of the County's economy. **Huey** recommended approval of the site plan with the following conditions: That the required parking and circulation area for the building be hard surfaced, in accordance with the County Engineer's specifications within one paving season of approval; That a hand sink be added per the plan review provided by the County Health Department; And that all building and health code requirements be continually met. **Chairman Lloyd** asked to confirm whether the parking space striping was necessary, which **Huey** responded that it would be necessary.

Chairman Lloyd welcomed the Commission to act.



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Knobbe made a motion to approve the Site Plan with the three conditions. Seconded by Sheibe. Vote: All Ayes (7-0)

5. **Other Business:** Huey reiterated that the Final Plat (Item 3) will go before the Board of Supervisors on June 30, 2016 for final approval; notified the Commission that, under the new Zoning Ordinance, fee schedules will be approved by resolution as opposed to amending the Ordinance text and that such resolution will be considered at an upcoming meeting; and that there was an agenda item for the next meeting on July 5, 2016.

Chairman Lloyd announced that some Commission members had expressed the desire to change the meeting time for meetings that take place April through October, which is currently 7:30 P.M. Huey said as long as consideration of an amendment to the administrative rules to change the meeting time is put on a meeting agenda, the Commission can act on such amendment. After a short discussion, **Knobbe motioned to add the consideration of an amendment to the administrative rules to change the meeting time for meetings that take place April through October from 7:30 P.M. to 7:00 P.M. Seconded by Findlay. Vote: All Ayes (7-0)**

6. **Adjournment:** With no further public comments and no other business to discuss, **Chairman Lloyd adjourned the meeting at 7:58 P.M.**