

Woodbury County Zoning Commission Meeting Minutes

Date: July 28, 2025

Time: 5:00 PM

Location: Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, 620 Douglas Street, Sioux City, IA

MEETING AUDIO:

For specific content of this meeting, refer to the recorded video on the Woodbury County Zoning Commission "Committee Page" on the Woodbury County website:

- County Website Link:
 - o https://www.woodburycountyiowa.gov/committees/zoning_commission/
- YouTube Direct Link:
 - o <https://www.youtube.com/watch?v=fXfQBCh-wQ0>

Attendees

- **Commissioners Present:** Chris Zellmer Zant – Chair, Steve Corey, Jeff Hanson, Corey Meister
- **Commissioner(s) Absent:** Tom Bride
- **Staff Present:** Dan Priestley – Zoning Coordinator, Dawn Norton – Senior Clerk
- **Supervisor(s) Present:** Kent Carper
- **Public Attendees:** Bruce Sorensen, Slater Ohm, Dana Neal (via phone)

Call to Order

The Woodbury County Zoning Commission meeting was called to order by Chair Chris Zellmer Zant at 5:00 PM on July 28, 2025.

Roll Call

Chair Chris Zellmer Zant conducted a roll call, noting that Commissioners Chris Zellmer Zant, Jeff Hanson, Corey Meister, and Steve Corey were present. Commissioner Tom Bride was absent.

Public Comment on Matters Not on the Agenda

No public comments were received on matters not listed on the agenda.

Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the June 23, 2025 meeting. Commissioner Jeff Hanson made a motion to approve the minutes, which was seconded by Commissioner Corey Meister. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

Review of Conditional Use Permit Application – Bruce and Rochelle Sorensen

Agenda Item: Review of a conditional use permit application from Bruce and Rochelle Sorensen to operate a borrow pit for earth materials to remove a hill and construct a driveway on parcel number 894531200004 in an Agricultural Estates Zoning District.

Staff Report: Dan Priestley presented the staff report, noting that the application was for a borrow pit to remove a hill and construct a driveway for access to a hilltop. The project had commenced but was paused to comply with zoning procedures. The application included a general site plan and grading plan, but additional materials, such as DNR permits, a haul route, and a stormwater pollution prevention plan, were still pending. Priestley noted that the Agricultural District recently allowed borrow pits under the conditional use permit process. No letters from neighbors had been received, but further public input was expected at the Board of Adjustment hearing the following week. Priestley recommended that any approval include conditions requiring submission of the missing documents (DNR permit, stormwater pollution prevention plan, and haul route) and a project completion timeline.

Applicant Comments: Bruce Sorensen addressed the Commission, explaining that the project began with county approval for a driveway but required a conditional use permit due to the volume of earth being

removed, which exceeded personal use. He noted ongoing coordination with the zoning office and was present to answer questions.

Public Comments: No additional public comments were made.

Commission Discussion: No further questions or comments were raised by the Commissioners, who found the application straightforward.

Motion and Vote: Commissioner Corey Meister moved to recommend approval of the conditional use permit to the Board of Adjustment, with conditions that the applicant submit a detailed operation plan (including haul route and hours of operation), a stormwater pollution prevention plan, DNR permits, and compliance with all state and local regulations, as well as a project completion timeline. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

Additional Discussion: Dan Priestley clarified that the haul route had not yet been formalized, but the applicant was working with Lieber Construction and True Engineering for the DNR permit.

Action Taken: The Commission voted to recommend approval of the conditional use permit to the Board of Adjustment with the specified conditions.

Review of Conditional Use Permit Application – Kevin Heiss

Agenda Item: Review of a conditional use permit application from Kevin Heiss, Rent Properties LLC, to construct and operate a double-sided 14x48 LED billboard on parcel number 884606100002, with updates following a Board of Adjustment tabling and concurrent variance application.

Staff Report: Dan Priestley provided background, noting that the Zoning Commission had reviewed this application the previous month, recommending approval. The Board of Adjustment held a public hearing but tabled the matter due to neighborhood input, prompting the applicant to file a variance application to consider alternative billboard locations. The parcel's large size and frontage along Highway 20 allowed flexibility in location options. Priestley emphasized that the Zoning Commission's role was to review the conditional use permit, not the variance, which was under the Board of Adjustment's purview. The proposed alternative locations (labeled #2 and #3) were outside the floodway, addressing a key concern. The original recommendation remained in effect, but the item was brought back for informational purposes and to allow additional input.

Applicant Comments: Slater Ohm, representing Rent Properties LLC, was present but offered no additional comments.

Public Comments: Dana Neal, speaking via phone from 1774 162nd Street, thanked the Commission for reconsidering the billboard location. He stated that location #3 (east of the creek) was the preferred option, as it was farthest from residences, including his and Mr. Boatman's, and near businesses. Location #2 was less preferable, and location #1 was the least desirable. He expressed support for the billboard provided it was placed to minimize impact on homes.

Commission Discussion: Commissioner Jeff Hanson commented that locations #2 and #3 aligned with public and applicant feedback from the previous meeting, supporting the Commission's prior recommendation. No further questions were raised.

Motion and Vote: Commissioner Jeff Hanson moved to reaffirm the Zoning Commission's prior recommendation for the conditional use permit, acknowledging that locations #2 and #3 were consistent with public and applicant input. Commissioner Corey Meister seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

Action Taken: The Commission reaffirmed its recommendation for the conditional use permit, noting consideration of alternative locations #2 and #3, with the final decision pending the Board of Adjustment's ruling on both the permit and variance.

Additional Note: Dan Priestley informed the Commission that the Board of Adjustment would address both the conditional use permit and variance at their meeting on Monday, August 4, 2025, at 5:00 PM in the same room.

Public Comment on Matters Not on the Agenda

No additional public comments were received, as no members of the public were present beyond those addressing earlier agenda items.

Staff Update

Dan Priestley provided the following updates:

- **Nuclear Energy Ordinance:** The Board of Supervisors will hold a second public hearing on the nuclear energy and waste storage ordinance on July 29, 2025, at 4:40 PM during their 4:30 PM meeting. The first hearing had limited participation but included diverse perspectives. A third reading is scheduled for the following week, August 5.
- **Accessory Dwellings:** Priestley attended an online meeting with other zoning officials statewide to discuss new state legislation on accessory dwellings. The legislation negated local restrictions, creating challenges for zoning officials. Priestley noted ongoing discussions about potential draft ordinances to address unintended consequences.
- **Additional Correspondence:** Priestley requested that a favorable opinion letter from Jerry Steffen regarding the Kevin Heist application be entered into the record, as it was received after the meeting packet was prepared.
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- **Motion and Vote:** Commissioner Jeff Hanson moved to accept Jerry Steffen's letter into the record. Commissioner Corey Meister seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0) – See appendix.

Action Taken: The Commission voted to accept Jerry Steffen's letter into the meeting record.

Commissioner Comment or Inquiry

No Commissioners offered additional comments or inquiries.

Adjournment

Commissioner Jeff Hanson moved to adjourn the meeting, seconded by Commissioner Steve Corey. The motion passed unanimously with all Commissioners present voting "aye." The meeting adjourned at approximately 5:20 PM.

Appendix

July 24, 2025

Jerry & Vernell Steffen
Co-Trustees of Steffen Revocable Trust
1528 Jewell Ave.
Merville, IA 51039

Daniel Priestley, MPA
Woodbury County Zoning Coordinator
620 Douglas Street #609
Sioux City, IA 51101

RE: July 17th, 2025 Notice of Conditional Use Permit Request and Variance
Request for Parcel #884606100002.
For Rent Properties, LLC, Applicant: Kevin Heiss.

Dear Mr. Priestley:

We have reviewed the Conditional Use Permit Request and Variance Request for
Parcel #884606100002. Jerry & Vernell Steffen Trust has no issues with this request.

Thanks for the Notice.



JERRY E. STEFFEN, PE