Minutes - Woodbury County Board of Adjustment – October 5, 2026

The Board of Adjustment regular meeting convened on the 5th of October 2026 at 5:20 PM in the Board of Supervisors' meeting room in the Basement of the Woodbury County Courthouse. The meeting was also made available for public access via teleconference and was recorded.

Meeting Audio:

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

County Website Link:

https://www.woodburycountyiowa.gov/committees/board_of_adjustment/

YouTube Direct Link:

https://www.youtube.com/watch?v=Vj0CFuF89wQ

BA Members Present: Daniel Hair (Chair), Pam Clark (Vice-Chair), Tom Thiesen, Doyle Turner (via telephone)

BA Members Absent: Larry Fillipi

County Staff Present: Dan Priestley

Public Present: Sam McGill; Andrew Hardenburger; Steven Sitzmann

1. Call to Order & Roll Call

Time: Approximately 5:20 PM

Action: Chair Daniel Hair called the meeting to order and conducted roll call.

Details: The meeting was audio-recorded, and minutes were to be prepared. Attendees were requested to silence cell phones or set them to vibrate and complete the attendance sheet. Chair Hair reviewed the board's procedures for the meeting, including handling housekeeping items, public hearings, staff reports, applicant presentations, public comments, board deliberations, motions, votes, and appeals (within 30 days of the filing of the decision with the Planning and Zoning Office to a court of record). He emphasized respectfulness, avoidance of repetitious or irrelevant comments, and the need to disclose any ex-parte communications prior to deliberations. No ex-parte communications were reported. Tom Thiesen arrived shortly after the meeting began and was introduced for the record. Doyle Turner participated via telephone.

2. Public Comment on Matters Not on the Agenda

Action: Chair Hair opened the floor for public comments on non-agenda items.

Outcome: No public comments were received (including via telephone).

3. Approval of Previous Meeting Minutes

Action: Consideration of the minutes from the Board of Adjustment special meeting held on September 9, 2026.

Motion: Pam Clark moved to approve the minutes from the September 9, 2026 meeting.

Second: Tom Thiesen seconded the motion.

Discussion: None.

Vote: 4-0 approval (Hair, Clark, Thiesen, Turner voting "Aye"). Motion carried.

4. Item 5.A: Public Hearing (Action Item) — Northern Natural Gas Company – Replacement of an Existing Natural Gas Pipeline on Four Distinct Parcels (#884729400003, #884732400002, #874705300001, #874705300005) in the Sergeant Bluff Area on Unincorporated Land

Staff Report: Zoning Coordinator Daniel Priestley presented the staff report. The application, submitted by Northern Natural Gas Company through its authorized representative Andrew Hardenburger, Senior Right of Way Agent, requests approval to replace an existing 12-inch natural gas pipeline with a new 12-inch natural gas pipeline (including associated temporary construction activities and subsequent removal of the existing pipeline) on four parcels in the Sergeant Bluff area. The new pipeline will be installed approximately 3 to 4 feet below the surface so that normal agricultural activities may continue; on three parcels the new alignment is offset approximately 25 feet east of the existing line, and on one parcel the alignment is relocated several hundred feet east and/or south at the landowner's request. All disturbed areas are to be restored upon completion of construction. The affected properties are:

Parcel 884729400003 (approx. 33.26 acres), 7284/7298 Old Lakeport Rd., Sergeant Bluff, IA 51054 (AE Zoning District; portions in Special Flood Hazard Area Zone A); Owner: Gladys M. Rogers, et al. / Rogers Merrill Revocable Trust & Rogers Glennis J. Revocable Trust.

Parcel 884732400002 (approx. 35.20 acres), near 7374 Old Lakeport Rd., Sergeant Bluff, IA 51054 (AP Zoning District); Owner: Jack Cook Farms Inc.

Parcel 874705300001 (approx. 38.75 acres), 2230 Banner Ave., Sergeant Bluff, IA 51054 (AP Zoning District); Owner: Sharon M. Krogh Life Estate; Brenda M. Godfredson; Amiee M. Krogh.

Parcel 874705300005 (approx. 37.50 acres), adjacent agricultural tract (AP Zoning District); Owner: Sharon M. Krogh Life Estate; Brenda M. Godfredson; Amiee M. Krogh.

The project is classified as a conditional use for a pipeline under Section 3.03.4 of the Woodbury County Zoning Ordinance. The Zoning Commission reviewed the application at its September 28, 2026 meeting and recommended approval by a 4-0 vote (one abstention due to conflict of interest). Staff noted the application is a standardized conditional use, involves coordination with federal, state, and local entities (including the City of Sergeant Bluff), and received minimal public input. Staff left final conditions and timeline to the Board's discretion.

Applicant Presentation: Sam McGill, Project Manager for Northern Natural Gas Company (Omaha, Nebraska), addressed the Board. He explained that the existing pipeline is in a Class 2 location and must be upgraded to Class 3 due to development in the Sergeant Bluff area, requiring increased wall thickness for safety. Construction is targeted to begin in February 2027 to accommodate nearby industrial development south of Dogwood Trail. Substantial completion (gas flowing) is projected for June 15, 2027, with 100% completion required by February 28, 2028. Mr. McGill requested an 18-month timeline for flexibility but indicated

that 24 months from the Chair's signature would be sufficient, particularly if the resolution is signed within the next couple of weeks. He noted additional contingencies involving environmental permits and Union Pacific requirements.

Board Discussion: Board members discussed the project timeline in light of federal/state requirements, weather, contractor availability, and prior practice (typically 1–2 years). Members expressed support for a 24-month expiration from the Chair's signature to provide adequate flexibility. Staff recommended including language requiring compliance with all federal, state, and local regulations. No public comments were received in opposition or support beyond the applicant's presentation. Doyle Turner indicated the request appeared straightforward/boilerplate.

Public Hearing Closure:

Motion: Pam Clark moved to close the public hearing.

Second: Tom Thiesen seconded the motion.

Discussion: None.

Vote: 4-0 approval (Hair, Clark, Thiesen, Turner voting "Aye"). Public hearing closed.

Board Deliberation & Action: The Board found the request consistent with prior conditional uses. Members supported approval as presented, subject to compliance with all applicable federal, state, and local regulations, with a 24-month completion timeline commencing on the date of the Chair's signature of the resolution.

Formal Motion: Pam Clark moved to approve the Northern Natural Gas Company's permit application for the replacement of an existing 12-inch natural gas pipeline as laid out in the staff report and application materials, subject to compliance with any and all federal, state, and local regulations, and with the project to be completed no later than two years from the date the Chairman signs the resolution.

Second: Tom Thiesen.

Vote: 4-0 approval (Hair, Clark, Thiesen, Turner voting "Aye"). Motion carried.

5. Item 5.B: Public Hearing (Action Item) — Borrow Pit for Earth Materials from Steven Sitzmann (Owner/Applicant) on Parcel #894608100010 (1546 110th Street, Sioux City, IA 51108)

Staff Report: Zoning Coordinator Daniel Priestley presented the staff report. Steven Sitzmann (Owner/Applicant) requests renewal of the previously approved conditional use permit (Resolution No. BA 452, adopted September 3, 2025) for a borrow pit for the extraction and removal of earth materials to level a sloped hill on the approximately 3.99-acre property at 1546 110th Street, Sioux City, IA 51108 (AE Zoning District; Concord Township, T89N R46W, Section 8, R. Jacks Subdivision Lot 2 and part of Lot 1 of the McBatt Subdivision). The purpose is to facilitate future development of a single-family dwelling, including associated site preparation, grading, and restoration. The prior one-year permit expired without full completion due to contractor scheduling and weather challenges. The applicant approached staff prior to expiration seeking solutions. Staff noted the application is essentially identical to the prior approval, received no neighbor comments, and recommended consideration of a longer (e.g., two-year) timeline given the practical

difficulties of weather and contractors. Staff directed the Board's attention to page 96 of the packet containing the prior Resolution BA 452 and its conditions.

Applicant Presentation: Steven Sitzmann addressed the Board. He stated the project is approximately 75% complete, with material pushed up and ready for hauling; remaining work includes final grading and restoration. Weather in the prior year significantly delayed progress. He confirmed the same contractor is lined up and requested additional time, stating two years would be sufficient and expressing hope that a further renewal would not be necessary.

Board Discussion: Board members noted the prior approval and the practical difficulties of weather and contractor availability. Doyle Turner suggested simply renewing the prior resolution with updated dates. Staff confirmed the Board could reference Resolution BA 452 and modify only the timeline provision (originally one year from the Chair's signature). Staff read the five conditions from the prior resolution into the record for clarity: (1) one-year permit timeline from Chair's signature (to be modified); (2) return the property to a reasonable state upon completion, including final grading to match adjacent properties and re-spreading topsoil for vegetation; (3) control erosion, sediment runoff, and weeds (silt fencing, hay bales, or other appropriate measures) and establish vegetation as needed; (4) notify Planning and Zoning of any haul-route changes one business day in advance with route, destination, and timing details; and (5) subject to all applicable state and federal regulations, including Iowa DNR NPDES Permit No. 2 and a stormwater pollution prevention plan if disturbance exceeds one acre (noting the site has generally remained under one acre). Members supported a two-year timeline from the Chair's signature.

Public Hearing Closure:

Motion: Tom Thiesen moved to close the public hearing.

Second: Pam Clark seconded the motion.

Discussion: None.

Vote: 4-0 approval (Hair, Clark, Thiesen, Turner voting "Aye"). Public hearing closed.

Board Deliberation & Action: The Board viewed the request as a straightforward renewal of the prior approval, with the sole substantive change being an extended timeline to account for practical difficulties beyond the applicant's control.

Formal Motion: Pam Clark moved to approve the request to complete a borrow pit according to Resolution BA 452 with all points the same, with the exception of a two-year permit timeline dated from the time of the Chairman's signature on the resolution.

Second: Tom Thiesen

Vote: 4-0 approval (Hair, Clark, Thiesen, Turner voting "Aye"). Motion carried.

Staff noted coordination with the applicant would occur in the following days regarding signature and logistics.

6. Public Comment on Matters Not on the Agenda

Action: Chair Hair opened the floor for additional public comments.

Outcome: No comments were received.

7. Staff Update

Daniel Priestley provided an informational update. The data-center discussion continues under the existing moratorium. The next town hall focused on the unincorporated area is scheduled for November 9, 2026, in Salix. The Zoning Commission added a town hall in Correctionville on January 18, 2027, at 7:00 PM. Staff noted strong public interest demonstrated by turnout at the Moville session and representation from across the county. Meetings are being scheduled with awareness of harvest season priorities.

8. Board Member Comment or Inquiry

Details: Vice-Chair Pam Clark reported attending a wind-farm informational meeting in Marcus approximately two weeks earlier. Approximately 25 people attended, including supervisors and representatives from Chicago and MidAmerican Energy. Participants were able to enter the base of a turbine (approximately 500 feet tall) and observe upward; the turbines were described as very quiet (background noise limited to rustling corn leaves). An elevator/platform system is used for maintenance rather than climbing. The group also viewed a nearby substation; green protective measures on equipment were explained as deterrents against rodents chewing wires despite multiple layers of fencing. Clark found the meeting informative and noted the operators' willingness to answer questions.

No other board member comments or inquiries were received.

9. Adjournment

Action:

Motion: Tom Thiesen moved to adjourn the meeting.

Second: Pam Clark seconded the motion.

Vote: Unanimous approval (all present voted "Aye").

Outcome: The meeting was adjourned.