



## NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (OCTOBER 14, 2025) (WEEK 42 OF 2025)

Live streaming at:

<https://www.youtube.com/user/woodburycountyiowa>

Agenda and Minutes available at:

[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held October 14, 2025, at **4:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa, for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. Members of the public wishing to speak on an item must follow the participation rules adopted by the Board of Supervisors.

1. Please silence cell phones and other devices while in the Boardroom.
2. The Chair may recognize speakers on agenda items after initial discussion by the Board.
3. Speakers will approach the microphone one at a time and give their name and address before their statement.
4. Speakers will limit their remarks to three minutes on any one item and address their remarks to the Board.
5. At the beginning of discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action. The Chair may also request delegates provide statements on behalf of multiple speakers.
6. Any concerns or questions which do not relate to a scheduled item on the agenda will be heard under the item "Citizen Concerns." Please note the Board is legally prohibited from taking action on or engaging in deliberation on concerns not listed on the agenda, and in such cases the Chair will request further discussion take place after properly noticed.
7. Public comment by electronic or telephonic means is prohibited except for a particular agenda item when approved by the Chair 24 hours before a meeting or by a majority of the board during a meeting for a subsequent meeting.

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## **AGENDA**

**4:30 p.m.** Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence

1. Approval of the agenda

Action

### **Consent Agenda**

**Items 2 through 6 constitute a Consent Agenda of routine action items to be considered by one motion. Items pass unanimously unless a separate vote is requested by a Board Member.**

2. Approval of the minutes of October 7, 2025, meeting  
Approval of the minutes of October 9, 2025, special meeting
3. Approval of claims
4. County Auditor – Michelle Skaff
  - a. Receive Auditor's Quarterly Report
  - b. Receive County Recorder's Report of Fees Collected
  - c. Receive the appointment of Blake Stratton to fill the Arlington Trustee position formerly held by Faith Lambert

5. Human Resources – Melissa Thomas
  - a. Approval of Memorandum of Personnel Transactions
  - b. Authorization to Initiate Hiring Process
6. Secondary Roads – Laura Sievers
  - a. Approve the permit to work in the right of way on Charles Avenue
  - b. Approve the utility permit for placement of new fiber optic cable in county right of way for Long Lines

### End of Consent Agenda

- |                                |   |  |
|--------------------------------|---|--|
| <b>4:35 p.m.</b><br>(Set time) | 7. Board Administration – Heather VanSickle<br>Public hearing and sale of property parcel #894729136013 (aka 1107 W.5 <sup>th</sup> Street)   | Action   |
| <b>4:40 p.m.</b><br>(Set time) | 8. Planning/Zoning – Daniel Priestley <ol style="list-style-type: none"> <li>a. Conduct the 2<sup>nd</sup> public hearing on the Zoning Ordinance Map Amendment (Rezone) from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 for the LeFebvre Family Trust</li> <li>b. Approve the 2<sup>nd</sup> reading of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel 884604100004 as the final reading</li> <li>c. Waive the 3<sup>rd</sup> reading and 3<sup>rd</sup> public hearing of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel 884604100004</li> <li>d. Adopt the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel 884604100004</li> </ol>   | Action<br><br><br><br>Action<br><br>Action<br><br>Action       |
| <b>4:42 p.m.</b><br>(Set time) | <ol style="list-style-type: none"> <li>e. Conduct the 2<sup>nd</sup> public hearing on the proposed Zoning Ordinance Text Amendments aimed to establish maximum dimensions for Accessory Dwelling Units (ADUs) and allow them to align with primary dwellings without adhering to Iowa Code 331.301(27)(a)(1) in counties lacking building codes. Additionally, the amendments will include utility-scale solar energy systems in the public notification subsection, correct references for telecommunication towers, and remove colocation requirements to align with state regulations. The road use and repair agreement reference in the solar energy section will also be updated. Other necessary changes will include reclassifying page numbers, sections, and content locations within the zoning ordinance</li> <li>f. Approve the 2<sup>nd</sup> reading of the said Zoning Ordinance Text Amendments as the final reading</li> <li>g. Waive the 3<sup>rd</sup> reading and 3<sup>rd</sup> public hearing of the said Zoning Ordinance Text Amendments</li> <li>h. Adopt the said Zoning Ordinance Text Amendments</li> </ol> | Action<br><br><br>Action<br><br>Action<br><br>Action           |
| <b>4:45 p.m.</b><br>(Set time) | <ol style="list-style-type: none"> <li>i. Conduct the 2<sup>nd</sup> public hearing on proposed Zoning Ordinance Text Amendments to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify “Public service garage” as a conditional use within the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District</li> <li>j. Approve the 2<sup>nd</sup> reading of the said Zoning Ordinance Text Amendments as the final reading</li> <li>k. Waive the 3<sup>rd</sup> reading and 3<sup>rd</sup> public hearing of the said Zoning Ordinance Text Amendments</li> <li>l. Adopt the said Zoning Ordinance Text Amendments</li> <li>m. Receive the final report and the Zoning Commission’s recommendation from their 9/22/25 meeting to approve the final plat of LeFebvre Addition, minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal</li> </ol>                                    | Action<br><br>Action<br><br>Action<br><br>Action<br><br>Action |

- n. Accept and approve LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep and snow removal Action
- 9. Secondary Roads – Laura Sievers
  - a. Approval of plans for project number BROS-C097(177)—8J-97 Action
  - b. Approval of a federal-aid agreement for project numbered BROS—C097(177)—8J-97 Action
- 10. Board Administration – Ryan Ericson
  - a. Adopt Community Development Block Grant Policies
    - 1. Approve Residential Anti-displacement and Relocation Assistant Plan Action
    - 2. Approve Excessive Force Resolution Action
    - 3. Approve Fair Housing Policy Action
    - 4. Approve Code of Conduct Action
    - 5. Approve Procurement Policy Action
- 11. Reports on Committee Meetings Information
- 12. Citizen Concerns Information
- 13. Board Concerns Information

## **ADJOURNMENT**

*Subject to Additions/Deletions*

## CALENDAR OF EVENTS

<b>WED., OCT 15</b>	<b>12:00 p.m.</b>	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202
<b>THU., OCT 16</b>	<b>4:30 p.m.</b>	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>FRI., OCT 17</b>	<b>12:00 p.m.</b>	Siouxland Human Investment Partnership Board Meeting, 607 – 4 <sup>th</sup> Street
<b>WED., OCT 22</b>	<b>1:00 p.m.</b>	Region IV Hazardous Materials Response Commission, 6401 Gordon
<b>MON., OCT 27</b>	<b>5:00 p.m.</b>	Zoning Commission Meeting, Courthouse Basement Boardroom
<b>TUES., OCT 28</b>	<b>2:00 p.m.</b>	Decat Board Meeting, Western Hills AEA, Room F
<b>MON., NOV 3</b>	<b>5:00 p.m.</b>	Board of Adjustment meeting, Courthouse Basement Boardroom
<b>WED., NOV 5</b>	<b>7:30 a.m.</b>	SIMPCO Executive/Finance Committee, 6401 Gordon Drive
	<b>4:45 p.m.</b>	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>WED., NOV 12</b>	<b>7:30 a.m.</b>	SIMPCO Executive Finance Committee Meeting, 6401 Gordon Dr.
	<b>8:05 a.m.</b>	Woodbury County Information Communication Commission, First Floor Boardroom
	<b>12:00 p.m.</b>	District Board of Health Meeting, 1014 Nebraska St.
	<b>6:30 p.m.</b>	911 Service Board Meeting, Public Safety Center, Climbing Hill
<b>THU., NOV 13</b>	<b>12:00 p.m.</b>	SIMPCO Board of Directors Meeting, 6401 Gordon Dr.
	<b>4:00 p.m.</b>	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

*Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.*



## OCTOBER 7, 2025, FORTY-FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, October 7, 2025, at 4:30 p.m. Board members present were Carper, Ung, Dietrich, Nelson, and Bittinger II. Staff members present were Karen James, Secretary to the Board, Melissa Thomas, Human Resources Director, Ryan Ericson, Budget and Finance Director, Joshua Widman, Assistant County Attorney and Shona Campbell, Deputy Auditor/Clerk to the Board.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. Motion by Bittinger second by Nelson to approve the agenda for October 7, 2025. Carried 5-0. Copy filed.  
Motion by Bittinger second by Nelson to approve the following items by consent:
2. To approve minutes of the September 30, 2025 meeting. Copy filed.
3. To approve the claims totaling \$1,609,064.54. Copy filed.
4. To approve the underground utility permit for Long Lines. Copy filed.
- 5a. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Courthouse Security Officer—PT (on -call), Sheriff's Office. AFSCME Courthouse: \$19.82-\$21.77/hour. Copy Filed.
- 5b. Presentation of Award Certificate to Kyle Gates. Copy filed.
- 5c. To approve an on-call Courthouse Security Office position. Copy filed.
- 5d. To approve the Woodbury County Seatbelt/Restraint policy. Copy filed.
- 6a. To receive for signatures a Resolution Thanking and Commending Don Armstrong for his years of service with Woodbury County.

WOODBURY COUNTY, IOWA  
RESOLUTION #13,955  
A RESOLUTION THANKING AND COMMENDING  
DON ARMSTRONG  
FOR HIS SERVICE TO WOODBURY COUNTY

**WHEREAS**, Don Armstrong has capably served Woodbury County as an employee of the Woodbury County Sheriff's Office for 40 years from April 1, 1986, to January 2, 2026.

**WHEREAS**, the service given by Don Armstrong as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA** that the undersigned members of this Board thanks and commends Don Armstrong for his years of service to Woodbury County; and

**BE IT FURTHER RESOLVED** that it is the wish of all those signing below that the future hold only the best for this very deserving person, Don Armstrong

**BE IT SO RESOLVED** this 7th day of October, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 6b. To receive for signatures a Resolution Thanking and Commending Tony Wingert for his years of service with Woodbury County.

WOODBURY COUNTY, IOWA  
RESOLUTION #13,956  
A RESOLUTION THANKING AND COMMENDING  
TONY WINGERT  
FOR HIS SERVICE TO WOODBURY COUNTY

**WHEREAS**, Tony Wingert has capably served Woodbury County as an employee of the Woodbury County Sheriff's Office for 33 years from March 10, 1993 to January 18, 2026.

**WHEREAS**, the service given by Tony Wingert as a Woodbury County employee, has been characterized by his dedication to the best interests of the citizens of Woodbury County; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA** that the undersigned members of this Board thanks and commends Tony Wingert for his years of service to Woodbury County; and

**BE IT FURTHER RESOLVED** that it is the wish of all those signing below that the future hold only the best for this very deserving person, Tony Wingert

**BE IT SO RESOLVED** this 7th day of October, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

Carried 5-0.

7. Motion by Ung second by Nelson to approve and receive for signatures a Resolution for Proclamation for Domestic Violence Awareness Month. Carried 5-0.

WOODBURY COUNTY, IOWA  
RESOLUTION #13,957  
PROCLAMATION FOR DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a serious crime that impacts individuals and families across every Siouxland community—touching all races, ages, income levels, and lifestyles—and is likely affecting someone you know; every nine seconds, another person experiences this crime; and

WHEREAS, one in three women and one in nine men will experience violence in their lifetime, and domestic violence violates basic human rights by stripping away dignity, security, and self-worth through physical, emotional, sexual, psychological, and economic abuse; and

WHEREAS, SafePlace works every day to end these acts of violence and help survivors rebuild their lives; and

WHEREAS, in Siouxland, SafePlace provides services 24 hours a day, every day of the year, and last year alone responded to over 1,500 victims fleeing abuse—ensuring that despite high demand, no one in immediate danger was turned away; and

WHEREAS domestic violence affects the entire community, and only a coordinated community response can end these crimes and sustain the funding needed for these life-saving services; and

NOW, THEREFORE, Woodbury County Board of Supervisors, do hereby proclaim the month of October, 2025 as

*“DOMESTIC VIOLENCE AWARENESS MONTH”*

in Woodbury County, Iowa and urge all citizens to actively participate in the scheduled events and programs and to think about the fact that it is someone you know.

BE IT SO RESOLVED this 7<sup>th</sup> day of October, 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 8a. Motion by Bittinger second by Nelson to receive the final report and recommendation from the Zoning Commission following their 9/22/25 meeting to approve a Zoning Ordinance Map Amendment (Rezone) from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 for the LeFebvre Family Trust. Carried 5-0. Copy filed.
- 8b. A public hearing was held at 4:40 p.m. to conduct the first public hearing on the proposed Zoning Ordinance Map Amendment (Rezone) from AP to AE on parcel #884604100004.
- Motion by Nelson second by Dietrich to close the public hearing. Carried 5-0.
- 8c. Motion by Bittinger second by Nelson to approve the First Reading of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004. Carried 5-0. Copy filed.
- 8d. Motion by Bittinger second by Nelson to receive the final report and recommendation from the Zoning Commission following their 9/22/25 meeting to approve a Zoning Ordinance Text Amendments aimed to establish maximum dimensions for Accessory Dwelling Units (ADUs) and allow them to align with primary dwellings without adhering to Iowa Code 331.301(27)(a)(1) in counties lacking building codes. Additionally, the amendments will include utility-scale solar energy systems in the public notification subsection, correct references for telecommunication towers, and remove colocation requirements to align with state regulations. The road use and repair agreement reference in the solar energy section will also be updated. Other necessary changes will include reclassifying page numbers, sections, and content locations within the zoning ordinance. Carried 5-0. Copy filed.
- 8e. A public hearing was held at 4:42 p.m. to conduct the first public hearing on the proposed Zoning Ordinance Text Amendments.
- Motion by Nelson second by Dietrich to close the public hearing. Carried 5-0.
- 8f. Motion by Bittinger second by Nelson to approve the first reading of the said Zoning Ordinance Text Amendments. Carried 5-0. Copy filed.
- 8g. Motion by Bittinger second by Dietrich to receive final report-Zoning Commission recommendation for Zoning Ordinance Text Amendments to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Public service garage" as a conditional use within the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District. Carried 5-0. Copy filed.
- 8h. A public hearing was held at 4:45 p.m. to conduct 1<sup>st</sup> Public Hearing of the said Zoning Ordinance Text Amendments.
- Motion by Bittinger second by Dietrich to close the public hearing. Carried 5-0.
- 8i. Motion by Bittinger second by Nelson to approve the 1<sup>st</sup> Reading of the Zoning Ordinance Text Amendments. Carried 5-0. Copy filed.
9. Motion by Nelson second by Carper to receive for signatures a Resolution for Interfund Operating Transfers from the General Supplement Fund to Self-Health County Insurance Fund in the amount of \$125,000. Carried 5-0.

RESOLUTION FOR INTERFUND OPERATING TRANSFERS  
RESOLUTION #13,958

Whereas, it is desired to authorize the Auditor to transfer a sum from the General Supplemental to the Self Health County Insurance Fund retroactively effective as of June 30, 2025

Whereas, the purpose of the transfer is to eliminate the actuarial deficit in order to remain in compliance with Iowa law.

Now, therefore be it resolved by the Board of Supervisors of Woodbury County, Iowa, as follows:

The total transfer from the General Supplemental Fund to the Self Health County Insurance Fund to be retroactively effective as of June 30, 2025, shall be \$125,000.

The above and foregoing resolution was adopted by the Board of Supervisors of Woodbury County Iowa, on October 7th, 2025.

WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

10. Motion by Bittinger second by Nelson to approve and receive for signature a Resolution to Designate Voting Representatives for the Iowa State Association of Counties. Carried 5-0.

RESOLUTION #13,959

TO DESIGNATE VOTING REPRESENTATIVES FOR THE IOWA STATE ASSOCIATION OF COUNTIES

**WHEREAS**, Woodbury County ("County") is a member of the Iowa State Association of Counties; and

**WHEREAS**, the ISAC Articles of Incorporation were updated in November 2024 to require the County to designate, through resolution by its Board of Supervisors, its County Voting Representatives; and

**WHEREAS**, only the designated County Voting Representatives have the power to vote on behalf of the County at ISAC; and

**WHEREAS**, the County Voting Representatives must be either elected county officials or the principal officer for each county department represented by an Affiliated Association of ISAC.

**NOW, THEREFORE, BE IT RESOLVED** that the Woodbury County Board of Supervisors, effective immediately, hereby designates the following persons as County Voting Representatives for ISAC:

Iowa State Association of County Supervisors: **Daniel Bittinger II, Mark Nelson, Matthew Ung, David Dietrich, Kent Carper**

Iowa State Sheriffs' and Deputies' Association: **Chad Sheehan**

Iowa County Attorneys Association, Inc.: **James Loomis**

Iowa State Association of County Auditors: **Michelle Skaff**

Iowa State County Treasurers Association: **Tina Bertrand**

Iowa County Records Association, Inc.: **Michelle Skaff**

Iowa County Engineers Association: **Laura Sievers**

Iowa State Association of Assessors: **Tyler Mogensen**

Iowa Community Services Association: **Cyntia Wiemold**

Iowa Emergency Management Association: **Michael Montino**

County Conservation Directors Association of Iowa: **Dan Heissel**

Iowa Environmental Health Association, Inc.: **Michelle Clausen-Rosendahl**

Iowa Counties Public Health Association: **Kevin Grieme**

County Zoning Officials of Iowa: **Daniel Priestley**

Iowa Counties Information Technology Organization:

Iowa Association of County Commissioners and Veterans Service Officers, Inc.: **Loni Kuhlmann**

The County shall forward a copy of this Resolution with the names of the designated County Voting Representatives to [support@iowacounties.org](mailto:support@iowacounties.org).

**SO RESOLVED**, this 30<sup>th</sup> day pf September 2025.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

11. Reports on committee meetings were heard.
12. Jim Heck addressed the board concerning taxes for veterans and the July 1 deadline. Deputy Auditor, Shona Campbell provided election stats on the primary election.
13. Board concerns were heard.

The Board adjourned the regular meeting until October 14, 2025.

Meeting sign in sheet. Copy filed.

## **OCTOBER 9, 2025, SPECIAL MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Thursday, October 9, 2025, at 1:00 p.m. Board members present were Dietrich, Bittinger II, and Nelson (by phone), Ung and Carper were not present. Staff members present Karen James, Board Administrative Assistant, Ryan Ericson, Budget and Finance Director, Steve Hofmeyer, Deputy Commissioner of Elections, and Michelle Skaff, Auditor/Clerk to the Board.

The meeting was called to order.

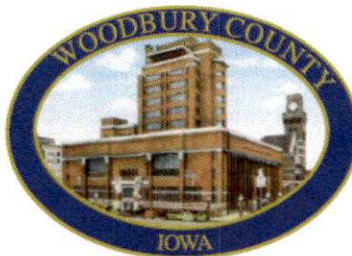
The canvass for the City Primary Election held on October 7, 2025 was held. Copy filed.

Motion by Dietrich second by Bittinger to receive for signatures the canvass of the City Primary Election. Carried 3-0. Copy filed.

The Board adjourned the meeting.

Meeting sign in sheet. Copy filed.

**Office Of The  
AUDITOR/RECORDER  
Woodbury County**  
Michelle K. Skaff, Ph.D.  
Auditor/Recorder/  
Commissioner of Elections



Courthouse – Room 103  
620 Douglas  
Sioux City, IA 51101  
Phone: (712) 279-6702  
Fax (712) 279-6629  
miskaff@woodburycountyiowa.gov

**AUDITOR'S QUARTERLY REPORT**

July 1, 2025/ September 30, 2025

Michelle K. Skaff, Woodbury County Auditor/Recorder

Payroll Taxes

Beginning Cash Balance	July 1, 2025		
Payroll Taxes		363,518.19	
Other		(1,233.08)	
Total Beginning Balance			362,285.11
Receipts:			
Payroll Taxes		3,088,510.47	
Interest		2,714.85	
Other			
Total Receipts			<u>3,091,225.32</u>
Total Resources			<b>3,453,510.43</b>
Disbursements:			
Payroll Taxes		3,049,842.55	
Interest Paid to Treasurer		2,295.43	
Other			
Total Disbursements			<b>3,052,137.98</b>
Ending Cash Balance	September 30, 2025		
Payroll Taxes		402,186.11	
Interest		(813.66)	
Total Ending Balance			<b>401,372.45</b>

I, Michelle K. Skaff, County Auditor/Recorder of Woodbury County, Iowa, hereby certify the above to be a true and correct statement of the Receipts and Disbursements of the office of County Auditor for the 1st Quarter ending 09/30/25.

Michelle K. Skaff, County Auditor/Recorder

**COUNTY RECORDER'S REPORT OF FEES COLLECTED**  
(See Chapter 342, Code)

State of IOWA                                 ) SS:  
County of WOODBURY                     )

To the Board of Supervisors of WOODBURY County:

I, DIANE SWOBODA PETERSON, Real Estate/Recorder Deputy of the above-named County and State, do hereby certify that the following is a true and correct statement of the fees collected by me in my office for the period of 7/01/2025 through 9/30/2025 and the same has been paid to the County Treasurer.

	Fees Collected
R.E. Transfer Tax State-Monthly	48,247.22
County Share R.E. Transfer Tax—Quarterly	34,099.39
Recording of Instruments—Quarterly	86,950.00
Auditor's Transfer Fee—Quarterly	5,860.00
Records Management Fees—Quarterly	3,620.00
Elec Tran Fee State Untransferred (Quarterly)	3,620.00
Copy Money-Quarterly	317.00
Vitals Stats State-Monthly	10,023.00
Vitals Stats County-Quarterly	9,524.00
Accts. Receivable Payment-Quarterly	1,418.00
Transfer to Checking Account	0
Previous Qtr. Acct. Receivable Balance	(4,512.00)
Bad Check Adjustment—Quarterly	0
Recorder Over/Short—Quarterly	55.80
Refunds—Quarterly	0
Adjustment—Quarterly	(25.00)
<b>Total</b>	<b>199,197.41</b>

All of which is respectfully submitted.

  
DIANE SWOBODA PETERSON Real Estate/Recorder Deputy

Subscribed and sworn to before me by DIANE SWOBODA PETERSON, Woodbury County Real Estate/Recorder Deputy this 6 day of October, 2025.

  
MICHELLE K. SKAFF County Auditor



## NOTICE OF APPOINTMENT TO FILL A VACANCY

TO: Michelle K. Skaff, Woodbury County Auditor/Recorder & Commissioner of Elections

From: Arlington Township School/City/Township/  
Vicki Hulse Extension/Soil & Water  
Secretary/Clerk  
10-1-25 Date

This is to notify you and the Board of Supervisors of Woodbury County that the following person has been appointed until the next regular/general election:

For the office of Trustee  
Name Blake Stratton  
Address 217 Fair St  
City/Zip Moville, IA 51039  
Date of appointment 10-1-25

This appointment is to fill the office previously held by:

Faith Lambert  
(Name of previous official)

RETURN TO: Michelle K. Skaff  
Woodbury County Commissioner of Elections  
620 Douglas St, Rm 103  
Sioux City, IA 51101

FILED-WOODBURY CO AUDITOR  
OCT 6 2025 PM 3:40

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: October 14<sup>th</sup>, 2025

**\* PERSONNEL ACTION CODE:**

A- Appointment

R-Reclassification

T - Transfer

E- End of Probation

P - Promotion

S - Separation

D - Demotion

O - Other

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Stahlecker, Blake	Sheriff's Office	10-13-2025	Civilian Lieutenant	\$3,685.37/ bi-weekly	3%=\$107.34/ bi-weekly	R	Pay Increase According to Wage Matrix. Anniversary Date: 10/16/25
Metzgar, Matthew	Attorney's Office	10-13-2025	Assistant County Attorney	\$122,157.00/year	3%=\$4,009.00/ yr	R	Per AFSCME Attorney - Move from Step 8 to Step 9. Anniversary Date: 10/18/25
Byers, Jason	Secondary Roads	10-13-2025	Equipment Operator	\$29.34/hour	1%=\$0.31/hr	R	Per CWA Roads- Move from Step 2 to Step 3. Anniversary Date: 10/18/25
Riedemann, Carter	Secondary Roads	10-13-2025	Equipment Operator	\$28.72/hour	3%=\$0.86/hr	R	Per CWA Roads-End of Probationary Period. Move to Step 1. Anniversary Date: 10/21/25

APPROVED BY BOARD DATE: \_\_\_\_\_

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR Director

**HUMAN RESOURCES DEPARTMENT**

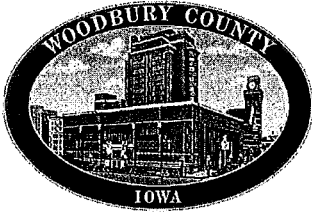
**WOODBURY COUNTY, IOWA**

**DATE: October 14, 2025**

**AUTHORIZATION TO INITIATE HIRING PROCESS**

<b>DEPARTMENT</b>	<b>POSITION</b>	<b>ENTRY LEVEL</b>	<b>APPROVED</b>	<b>DISAPPROVED</b>
Secondary Roads	F/T Equipment Operator	CWA: \$27.86/hour		

\_\_\_\_\_  
Chairman, Board of Supervisors



## Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039

Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

To: Human Resources Department  
From: Laura Sievers, PE, Woodbury County Engineer  
Date: October 8, 2025  
Subject: Equipment Operator - District 4 Oto Shop

Secondary Roads would like to begin the hiring process for an Equipment Operator position assigned to the semi-truck based out of the District 4 Oto Shop. This position will primarily be responsible for hauling gravel with the semi-truck and will be responsible for a snowplow route during the winter season.

Please advise on the schedule for the internal posting. Thank you for your time and assistance.

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 10/09/2025 Weekly Agenda Date: 10/14/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura Sievers, PE, Woodbury County Engineer

**WORDING FOR AGENDA ITEM:**

Consideration of permit to work in the county right of way on Charles Avenue.

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☐

**EXECUTIVE SUMMARY:**

On Charles Avenue, the landowner has requested a permit to work in the right-of-way to clean out the ditch in an area where a new driveway is being placed.

**BACKGROUND:**

Work in county ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa. I have reviewed the site with the Foreman and recommend the work be permitted.

**FINANCIAL IMPACT:**

No impact.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☒

**RECOMMENDATION:**

Approve the permit to work in the right of way.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the permit to work in the right of way on Charles Avenue and to direct the chair to sign the permit.



# Woodbury County Secondary Roads Department

759 E. Frontage Road • Moline, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

## WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Greg Jochum Phone No.: 712-253-6168

Mailing Address: 1629 270<sup>th</sup> St Sike IA 51052

Township: Liberty Section: 24

Woodbury County, State of Iowa, and Greg Jochum (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Clean out drainage ditch on west side of Charles Ave between 250<sup>th</sup> St & 260<sup>th</sup> St. Also install a new driveway. Johnston Excavating will be doing the work.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

GREG JOCHUM WILL NEED A DRIVEWAY PERMIT.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

\_\_\_\_\_  
\_\_\_\_\_

L. Woodbury County agrees to provide the following contribution toward completion of this project:

\_\_\_\_\_  
\_\_\_\_\_

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the \_\_\_\_\_ day of \_\_\_\_\_, 202<sup>5</sup>

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 202<sup>5</sup>

  
Signature of Property Owner or Authorized Representative

  
Woodbury County Engineer

\_\_\_\_\_  
Chair, Woodbury County Board of Supervisors



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/09/2025 Weekly Agenda Date: 10/14/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura M. Sievers, PE, County Engineer

**WORDING FOR AGENDA ITEM:**

Consideration of utility permit for placement of new fiber optic cable in county right of way

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

Long Lines has applied for a permit to install new underground fiber optic along Old US 75.

**BACKGROUND:**

Work in county ROW requires a permit approved by the Board of Supervisors per section 318.8 of the Code of Iowa. The county engineer has reviewed the location and recommends that the work be allowed.

**FINANCIAL IMPACT:**

No financial impact to the county.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☐

**RECOMMENDATION:**

Recommend approval of the permit for Long Lines.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the underground utility permit for Long Lines.



Sect. No. 9

Dig-up existing fiber about 85'. Cut and move into new handhole

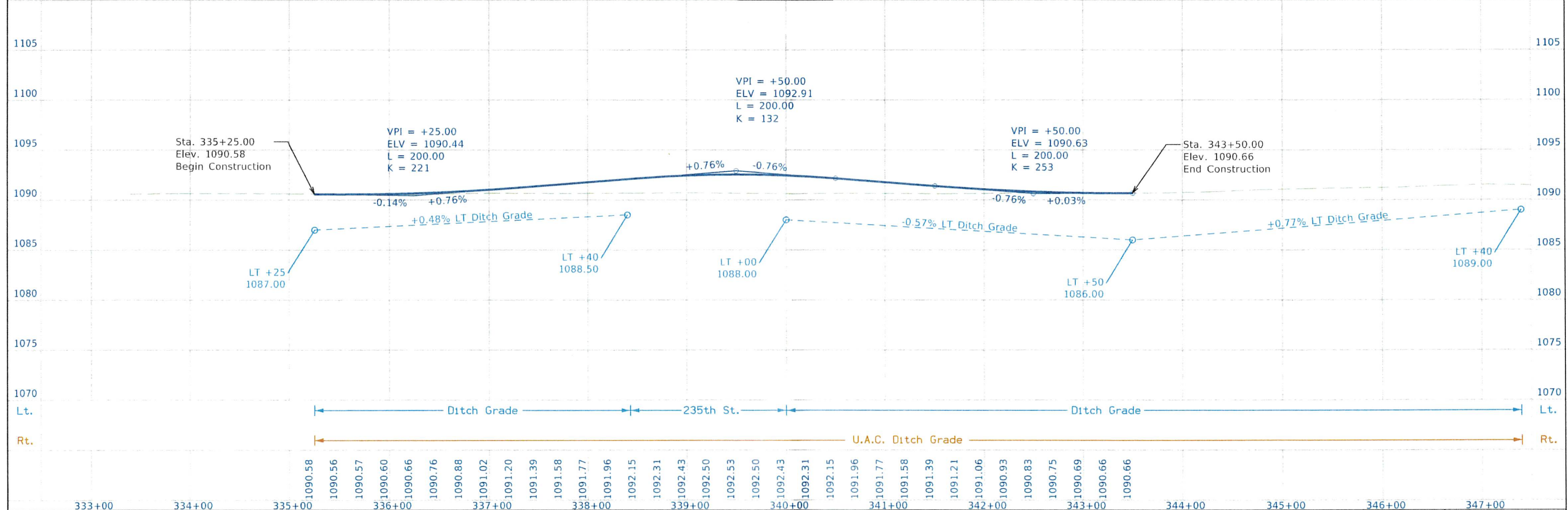
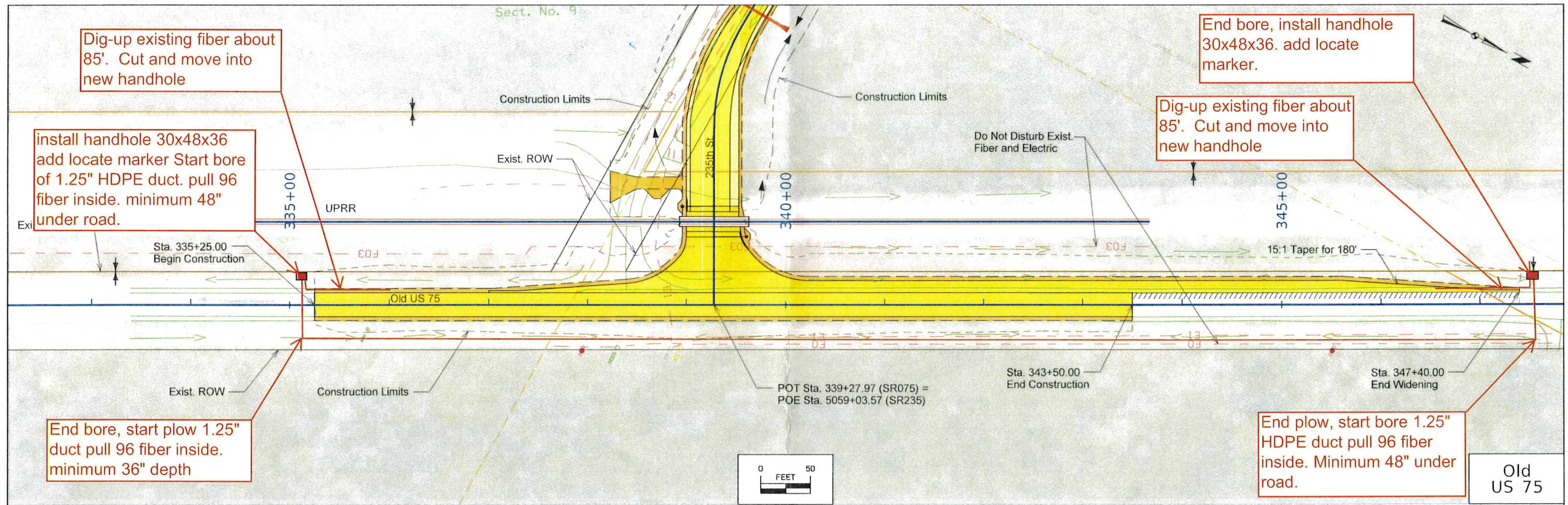
install handhole 30x48x36 add locate marker Start bore of 1.25" HDPE duct. pull 96 fiber inside. minimum 48" under road.

End bore, install handhole 30x48x36. add locate marker.

Dig-up existing fiber about 85'. Cut and move into new handhole

End bore, start plow 1.25" duct pull 96 fiber inside. minimum 36" depth

End plow, start bore 1.25" HDPE duct pull 96 fiber inside. Minimum 48" under road.







# Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

## WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: Long Lines Broadband Phone No.: 712-333-1352

Mailing Address: 504 4th Street, Sergeant Bluff IA 51054

Township: Liberty Section: 9

Woodbury County, State of Iowa, and Long Lines Broadband (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Install fiber optic cable, handholes and dig up existing fiber to move out of new road construction area.

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:

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L. Woodbury County agrees to provide the following contribution toward completion of this project:

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M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

*Tom Connors*

Signature of Property Owner or Authorized Representative

---

Woodbury County Engineer

---

Chair, Woodbury County Board of Supervisors

# RESOLUTION # 13,953

## NOTICE OF PROPERTY SALE

Parcels #894729136013

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**The West Thirty-two Feet (W 32') of the East One Hundred Feet (E 100') of Lots Five (5) and Six (6), Block Ten (10), Tredways Addition to Sioux City, Woodbury County, Iowa (1107 W. 5<sup>th</sup> Street)**

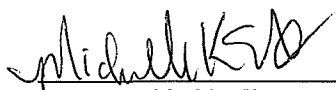
NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

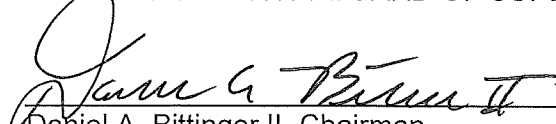
1. That a public hearing on the aforesaid proposal shall be held on  
The **14<sup>th</sup> Day of October, 2025 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **14<sup>th</sup> Day of October, 2025**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$1,135.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 30<sup>th</sup> Day of September, 2025.

ATTEST:

  
Michelle K. Skaff  
Woodbury County Auditor  
and Recorder

WOODBURY COUNTY BOARD OF SUPERVISORS

  
Daniel A. Bittinger II, Chairman

REQUEST FOR MINIMUM BID

Name: Annia Palma

Date: 2/1/23

Address: 1111 W. 5<sup>th</sup> St.

Phone: 402-404-0929

Address or approximate address/location of property interested in:

1107 W. 5<sup>th</sup> St.

GIS PIN # 894729136013

*\*This portion to be completed by Board Administration \**

Legal Description:

The West 32 feet of the  
East 100 feet of Lot 5 and 6  
Block 10, Treadways Addition  
to Sioux City and Woodbury County Town

Tax Sale #/Date: #1054 - 6/20/2011

Parcel # \_\_\_\_\_

Tax Deeded to Woodbury County on: 9/9/25

Current Assessed Value: Land \$300- Building 0 Total \$300-

Approximate Delinquent Real Estate Taxes: \$20,719 (including interest/penalties)

Approximate Delinquent Special Assessment Taxes: \$22,423 (including interest/penalties)

\*Cost of Services: \$135-

Inspection to: Matthew Ong

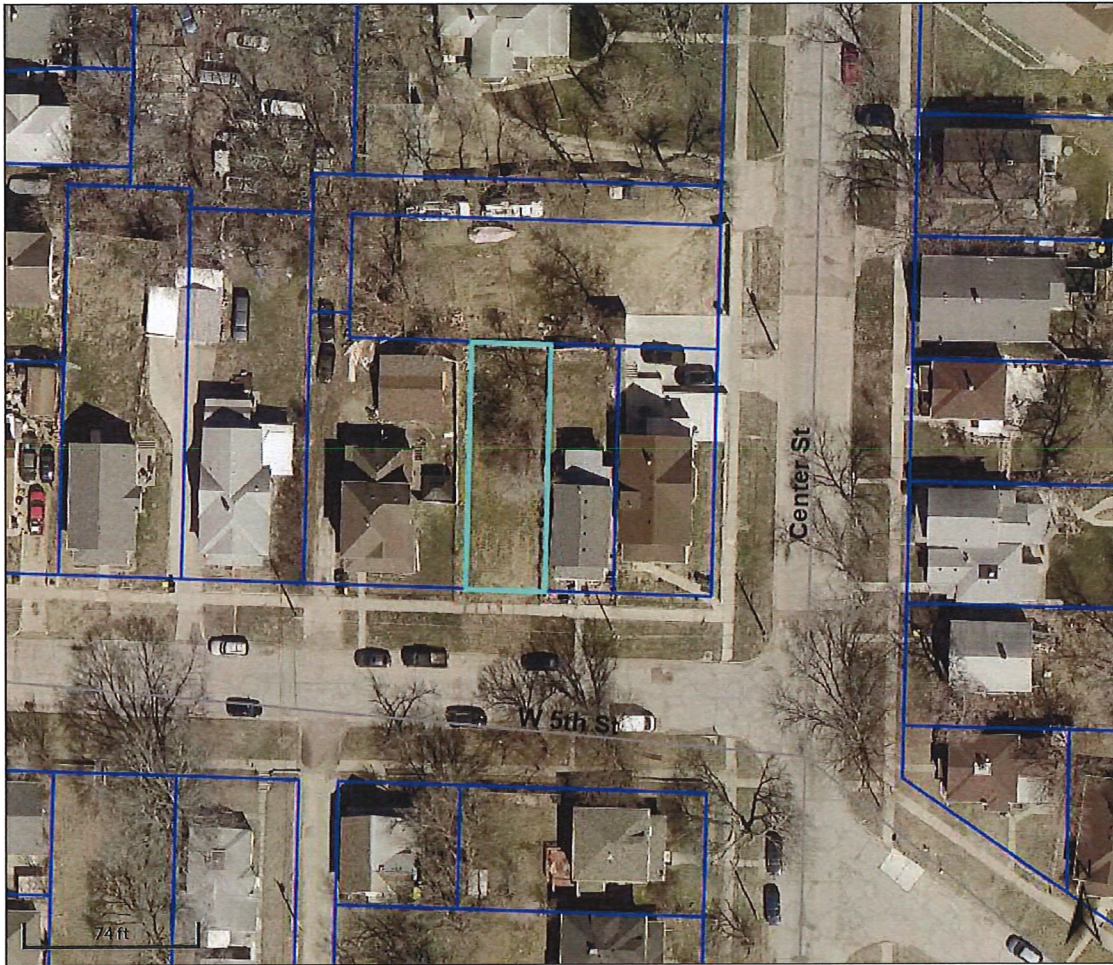
Date: 2/1/23

Minimum Bid Set by Supervisor: \$1,000 plus \$135 for cos. Total: \$1,135

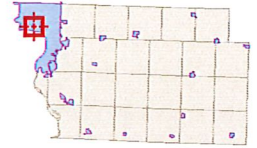
Date and Time Set for Auction: Tuesday, October 14<sup>th</sup> @ 4:35 p.m.

\* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.





#### Overview



#### Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID 894729136013  
Sec/Twp/Rng n/a  
Property Address 1107 W 5TH ST  
SIOUX CITY

Alternate ID 511815  
Class R  
Acreage n/a

Owner Address WOODBURY COUNTY IOWA  
620 DOUGLAS ST  
SIOUX CITY, IA 51101

District 0087  
Brief Tax Description TREDWAYS W 32 FT E 100 FT LOT 5-6 BK 10  
(Note: Not to be used on legal documents)

Date created: 9/16/2025  
Last Data Uploaded: 9/15/2025 10:04:09 PM

Developed by  **SCHNEIDER**  
GEOSPATIAL

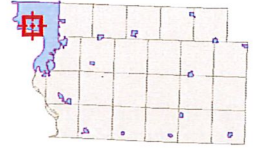


Beacon™

Woodbury County, IA / Sioux City



#### Overview



#### Legend

- Roads
- Corp Boundaries
- Townships
- Parcels

Parcel ID 894729136013  
Sec/Twp/Rng n/a  
Property Address 1107 W 5TH ST  
SIOUX CITY

Alternate ID 511815  
Class R  
Acreage n/a

Owner Address WOODBURY COUNTY IOWA  
620 DOUGLAS ST  
SIOUX CITY, IA 51101

District 0087  
Brief Tax Description TREDWAYS W 32 FT E 100 FT LOT 5-6 BK 10  
(Note: Not to be used on legal documents)

Date created: 9/25/2025  
Last Data Uploaded: 9/24/2025 10:01:57 PM

Developed by  SCHNEIDER  
GEOSPATIAL

## **WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/9/25

Weekly Agenda Date: 10/14/25 4:40

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel J. Priestley

**WORDING FOR AGENDA ITEM:**

- a. Conduct the Second Public Hearing on the Zoning Ordinance Map Amendment (Rezone) from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 for the LeFebvre Family Trust.  
b. Approve the Second Reading of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004 as the Final Reading.  
c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004.  
d. Adopt the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004.

**ACTION REQUIRED:**

Approve Ordinance ☒

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☒

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

The Board of Supervisors will hold a public hearing to consider a proposed Zoning Ordinance Map Amendment to rezone a 6.75 acre more or less acre portion of the property owned by the LeFebvre Family Trust. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance.

Following the public hearing, the Board may defer consideration of the proposal; or reject the proposal; or proceed to adopt an ordinance approving the amendment to the zoning district map.

A 60% majority of the Board of Supervisors shall be required to adopt the proposed amendment of the zoning district map if the owners of more than 20% of either, (a) the area of the subject property or (b) the area of real property lying within 500 feet of the subject property file a written objection prior to the conclusion of the public hearing.

The Board of Supervisors may impose restrictive conditions upon the approval of an amendment to the zoning district map if, before the conclusion of the public hearing, the owner agrees to the conditions in writing.

**BACKGROUND:**

The LeFebvre Family Trust submitted an application for a minor subdivision and an application for a Zoning Ordinance Map Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance. At the Woodbury County Zoning Commission meeting on September 22, 2025, the Commission held public hearings on both applications. For the LeFebvre Addition minor subdivision, after reviewing the staff report, applicant comments, and receiving no public comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal. For the Zoning Ordinance Map Amendment to rezone the parcel from Agricultural Preservation (AP) to Agricultural Estates (AE), following the staff report and receiving no public or additional applicant comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors.

**PROPERTY DETAILS**

Parcel(s): 884604100004

Township/Range: T88N R46W (Floyd)

Section: 4

Quarter: SW ¼ of the NW ¼

Zoning District: Agricultural Preservation (AP)

Floodplain: Zone X – Not in Floodplain

Property Address: 1650 Delaware Ave., Lawton, IA 51030



**FINANCIAL IMPACT:**

0

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☐

**RECOMMENDATION:**

Open and close the public hearing. (Set Time: 4:40 PM)

Approve the Second Reading of the said Zoning Ordinance Map Amendment (Rezone)

Waive the Third Reading and Public Hearing of the said Zoning Ordinance Map Amendment (Rezone)

Adopt the said Zoning Ordinance Map Amendment (Rezone)

If the Board decides not to waive the public hearing and reading, the Third Public Hearing and Reading is scheduled for October 21 at 4:40 PM.

**ACTION REQUIRED / PROPOSED MOTION:**

- a. Conduct the Second Public Hearing on the Zoning Ordinance Map Amendment (Rezone) from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 for the LeFebvre Family Trust.
- b. Approve the Second Reading of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004 as the Final Reading.
- c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004.
- d. Adopt the said Zoning Ordinance Map Amendment (Rezone) from AP to AE on Parcel #884604100004.

**NOTICE REGARDING PUBLIC  
HEARINGS BEFORE THE  
WOODBURY COUNTY BOARD OF  
SUPERVISORS FOR A ZONING  
ORDINANCE MAP AMENDMENT  
(REZONE) FROM THE  
AGRICULTURAL PRESERVATION  
(AP) ZONING DISTRICT TO THE  
AGRICULTURAL ESTATES (AE)  
ZONING DISTRICT**

The Woodbury County Board of Supervisors will conduct public hearings and ordinance readings to consider the proposed zoning ordinance map amendment (rezone), as detailed below, on Tuesday, October 7, 2025, at 4:40 PM, Tuesday, October 14, 2025, at 4:40 PM, and Tuesday, October 21, 2025, at 4:40 PM, or as soon thereafter as the matter may be heard. Pursuant to Iowa Code Section 331.302, the Board of Supervisors may waive the second and third hearings and readings if deemed appropriate.

These hearings and ordinance readings will take place in the Board of Supervisors' meeting room, located in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Interested individuals may attend in person to provide comments.

Copies of the proposed amendments are available for public inspection at the Woodbury County Auditor's Office, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa during normal business hours of Monday through Friday, 8:00 AM to 4:30 PM. If adopted, the ordinance will become effective upon publication of this summary or the complete text of the ordinance following final passage by the Board of Supervisors, unless a subsequent effective date is specified in the ordinance.

Written comments may be submitted by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101, or to Daniel Priestley at [dpriestley@woodburycountyia.gov](mailto:dpriestley@woodburycountyia.gov). For inquiries, contact Daniel Priestley at 712-279-6609.

All individuals wishing to provide input are encouraged to attend and participate in the scheduled hearing(s).

**CONSIDERATION OF A ZONING ORDINANCE MAP AMENDMENT (REZONE) FROM THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT TO THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**TITLE: A ZONING DISTRICT DESIGNATION MAPPING AMENDMENT TO THE WOODBURY COUNTY, IOWA ZONING ORDINANCE**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Board of Supervisors will hold public hearings and ordinance readings to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004, and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

This zoning ordinance map amendment does not impose any new fines, penalties, forfeitures, fees, or taxes beyond those already in the existing zoning ordinance.

COL-IA-502333

**ORDINANCE NO. \_\_\_\_**

**A ZONING DISTRICT DESIGNATION MAPPING AMENDMENT  
TO THE WOODBURY COUNTY, IOWA ZONING ORDINANCE**

**WHEREAS** the Board of Supervisors of Woodbury County, Iowa, adopted a Zoning Ordinance on July 22, 2008, by Resolution No. 10,455 being recorded in the Office of the Woodbury County Recorder, and

**WHEREAS** the Woodbury County Board of Supervisors has received a report in respect to amending the said Ordinance from the Woodbury County Zoning Commission which held a public hearing on the amendment; all as by law provided. Which the amendment is attached hereto marked item One (1), and hereby made a part hereof; and

**WHEREAS** the Woodbury County Board of Supervisors has received said report, studied and considered the same, and has held hearings on said amendment, all as by law provided; and

**WHEREAS** the Woodbury County Board of Supervisors has concluded that the said ordinance shall amend the aforesaid Zoning Ordinance;

**NOW THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors, duly assembled, that the aforesaid Zoning District is amended as shown on said attached item One (1); and the previous zoning district designation shall be repealed upon the effective date of this amendment.

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.**

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

## ITEM ONE (1)

Property Owner(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Pursuant to Section 2.02:4 of the Woodbury County Zoning Ordinance, and in accordance with Section 335 of the Code of Iowa, the Woodbury County Zoning Commission held a public hearing on **September 22, 2025**, to review and make a recommendation for amendments to the Woodbury County Zoning Ordinance and Mapping for the unincorporated area of Woodbury County, Iowa as follows:

Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**

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TO THE WOODBURY COUNTY, IOWA ZONING ORDINANCE**

**WHEREAS** the Board of Supervisors of Woodbury County, Iowa, adopted a Zoning Ordinance on July 22, 2008, by Resolution No. 10,455 being recorded in the Office of the Woodbury County Recorder, and

**WHEREAS** the Woodbury County Board of Supervisors has received a report in respect to amending the said Ordinance from the Woodbury County Zoning Commission which held a public hearing on the amendment; all as by law provided. Which the amendment is attached hereto marked item One (1), and hereby made a part hereof; and

**WHEREAS** the Woodbury County Board of Supervisors has received said report, studied and considered the same, and has held hearings on said amendment, all as by law provided; and

**WHEREAS** the Woodbury County Board of Supervisors has concluded that the said ordinance shall amend the aforesaid Zoning Ordinance;

**NOW THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors, duly assembled, that the aforesaid Zoning District is amended as shown on said attached item One (1); and the previous zoning district designation shall be repealed upon the effective date of this amendment.

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.**

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

## ITEM ONE (1)

Property Owner(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

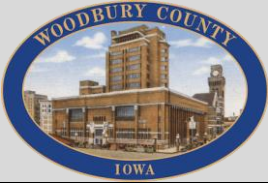
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Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

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NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**



# WOODBURY COUNTY PLANNING & ZONING

620 Douglas Street, Sixth Floor, Sioux City, Iowa 51101  
712.279.6609 – 712.279.6530 (Fax)

Daniel J. Priestley, MPA – Zoning Coordinator  
dpriestley@woodburycountyiowa.gov

Dawn Norton – Senior Clerk  
dnorton@woodburycountyiowa.gov

## REPORT – OCTOBER 1, 2025

### LEFEBVRE ADDITION – MINOR SUBDIVISION PROPOSAL AND ZONING ORDINANCE MAP AMENDMENT PROPOSAL FROM AP TO AE

#### APPLICATION DETAILS

Applicant(s)/Owner(s):	LeFebvre Family Trust
Application Type(s):	Minor Subdivision, Rezone
Name of Subdivision:	LeFebvre Addition
Application Date:	August 12, 2025
Number of Lots:	Two (2)
Total Acres:	6.75
Extraterritorial Review:	August 13, 2025
Legal Notice Date:	September 11, 2025
Neighbor(s) Notice Date:	September 5, 2025
Stakeholder(s) Notice Date:	August 27, 2025
Zoning Commission Public Hearing Date:	September 22, 2025
Board of Supervisors Agenda Date:	To be determined.
Attorney:	Emilee Gehling, 712-226-4600
Surveyor:	Alan Fagan, 712-539-1471

#### PROPERTY DETAILS

Parcel(s):	884604100004
Township/Range:	T88N R46W (Floyd)
Section:	4
Quarter:	SW ¼ of the NW ¼
Zoning District:	Agricultural Preservation (AP)
Floodplain:	Zone X – Not in Floodplain
Property Address:	1650 DELAWARE AVE, LAWTON IA 51030

#### CONTENTS

SUMMARY, AERIAL MAP, PLAT EXCERPT	
APPLICATION	
FINAL PLAT	
REVIEW CRITERIA	
PUBLIC NOTIFICATION, STAKEHOLDER INPUT	
SUPPORTING DOCUMENTATION	

#### DESCRIPTION:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

## SUMMARY

The LeFebvre Family Trust submitted an application for a minor subdivision and an application for a Zoning Ordinance Map Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance. At the Woodbury County Zoning Commission meeting on September 22, 2025, the Commission held public hearings on both applications. For the LeFebvre Addition minor subdivision, after reviewing the staff report, applicant comments, and receiving no public comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal. For the Zoning Ordinance Map Amendment to rezone the parcel from Agricultural Preservation (AP) to Agricultural Estates (AE), following the staff report and receiving no public or additional applicant comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors.

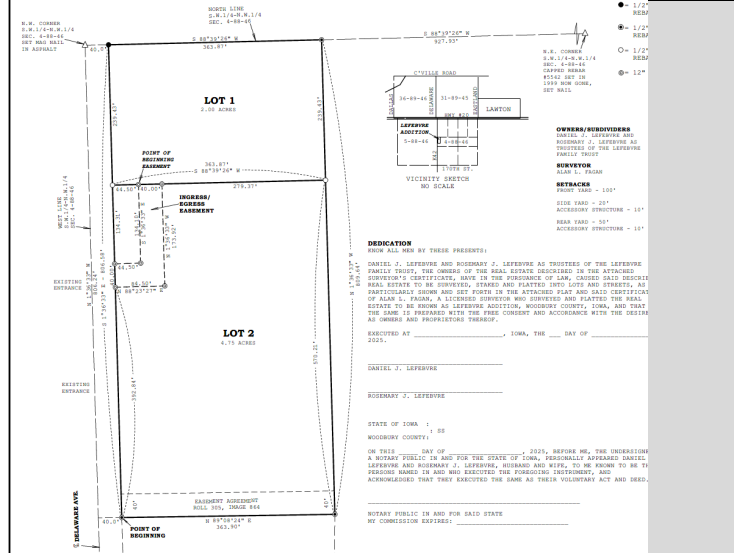
## AERIAL MAP

## PLAT EXCERPT

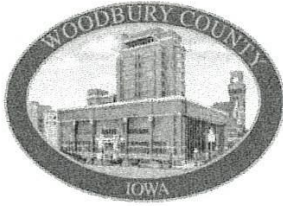


Parcel ID: 884604100004  
Sec/Twp/Rng: 4-88-46  
Property Address: 1650 DELAWARE AVE, LAWTON  
District: 0026  
Brief Tax Description: AN IRREG TCT BEG 40' E & 406'46" N OF SW CORNER SWNW & PT OF BEG; THENCE S 363.90 FT THENCE N TO N LINE SWNW THENCE W TO A PT 40 FT E OF NW CORNER NW SW THENCE S TO PT OF BEG SWNW 4-88-46  
(Note: Not to be used on legal documents)

Alternate ID: 811966  
Class: R  
Acreage: 6.7  
Owner Address: LEFEBVRE FAMILY TRUST  
1650 DELAWARE AVE  
LAWTON, IA 51030







WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on the Proposed Zoning Ordinance Map Amendment (Rezone)  
Application from Agricultural Preservation (AP) to Agricultural Estates (AE) on  
Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)


Dear Board of Supervisors:

The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider the proposed rezoning application submitted by the LeFebvre Family Trust. This application seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) Zoning District to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

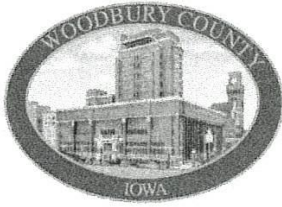
The Zoning Commission recommends with a 4-0 vote that the Board of Supervisors approve the proposed rezoning from the Agricultural Preservation (AP) Zoning District to Agricultural Estates (AE) Zoning District.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

Dated this 24 day of Sept, 2025.

  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission





WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on the Proposed LeFebvre Addition Minor Subdivision  
Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA  
51030)

Dear Board of Supervisors:

The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. This application seeks to divide a 6.75-acre parcel into two lots: Lot 1 consisting of 2.00 acres and Lot 2 consisting of 4.75 acres, for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City. This item is associated with a concurrent rezoning application to Agricultural Estates (AE) to enable the future residence due to limitations on multiple houses in quarter-quarter sections.

The Zoning Commission recommends with a 4-0 vote that the Board of Supervisors approve the proposed LeFebvre Addition minor subdivision, subject to condition requiring a recorded ingress/egress easement agreement for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

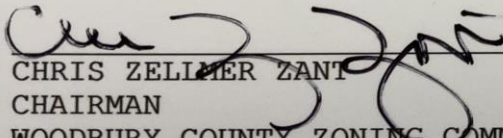
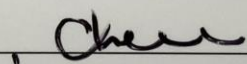
Dated this 24 day of Sept, 2025.

  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**RESOLUTION AND CERTIFICATE OF THE WOODBURY COUNTY  
ZONING COMMISSION OF WOODBURY COUNTY, IOWA**

I, CHRIS ZELLMER ZANT, DO HEREBY CERTIFY THAT I AM THE CHAIRMAN  
OF THE WOODBURY COUNTY ZONING COMMISSION OF WOODBURY COUNTY,  
IOWA AND DO FURTHER CERTIFY THAT SAID COMMISSION HAS HERETOFORE  
TAKEN UNDER ADVISEMENT THE PLAT OF LEFEBVRE ADDITION, WOODBURY  
COUNTY, IOWA, AND THAT SAID WOODBURY COUNTY ZONING COMMISSION OF  
WOODBURY COUNTY, IOWA DID ON THE 22 DAY OF  
September, 2025 APPROVE THE SAME AND DOES FURTHER  
HEREBY RECOMMEND TO THE WOODBURY COUNTY BOARD OF SUPERVISORS,  
WOODBURY COUNTY, IOWA, THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

DATED THIS 26 DAY OF September, 2025.

  
CHRIS ZELLMER ZANT  
CHAIRMAN  
  
WOODBURY COUNTY ZONING COMMISSION OF  
WOODBURY COUNTY, IOWA

## Woodbury County Zoning Commission Meeting Minutes

**Date:** September 22, 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/](https://www.woodburycountyiowa.gov/committees/zoning_commission/)
- YouTube Direct Link:
  - o <https://www.youtube.com/watch?v=biUhXICz0a4>

### Attendees

- **Commissioners Present:** Chris Zellmer Zant – Chair, Tom Bride, Steve Corey, Jeff Hanson
- **Commissioner(s) Absent:** Corey Meister
- **Staff Present:** Dan Priestley – Zoning Coordinator, Dawn Norton – Senior Clerk, Laura Sievers – County Engineer
- **Public Attendees:** Dan LeFebvre

### Call to Order

The Woodbury County Zoning Commission meeting was called to order by Chair Christine Zellmer Zant at approximately 5:00 PM on September 22, 2025. The Chair noted that the meeting would be audio taped, and minutes prepared for all parties. Attendees were asked to turn off cell phones or set them to vibrate and to complete the attendance sheet. The Chair reviewed the Commission's procedures for the meeting, including handling of agenda items, public hearings, staff reports, applicant presentations, public comments (requiring speakers to state name and address at the microphone, avoid repetitious comments, and remain respectful), closing statements, closing of hearings by motion and vote, deliberation, and disclosure of any ex parte communications prior to deliberation.

### Roll Call

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

### Public Comment on Matters Not on the Agenda

No public comments were received on matters not listed on the agenda, either in person or via phone.

### Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the previous meeting (August 25, 2025). No corrections or additions were noted. Commissioner Steve Corey made a motion to approve the minutes as presented, which was seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

### Public Hearing: Consideration of Proposed LeFebvre Addition Minor Subdivision (Two Lots) Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. The proposal seeks to divide a 6.75-acre parcel into two lots (Lot 1: 2.00 acres; Lot 2: 4.75 acres) for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City.

**Staff Report:** Dan Priestley presented the staff report, clarifying that this agenda item and the next (rezoning) are associated, with the subdivision enabling a future residence due to limitations on multiple houses in quarter-quarter sections. The proposed subdivision involves a 6.75-acre parcel in Floyd Township, currently zoned Agricultural Preservation (AP). All documentation, including plat closure, was reviewed and found compliant by the County Engineer's office. Staff recommended approval, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to ensure long-term stability regarding maintenance, repair, upkeep, and snow removal.

**Applicant Comments:** Dan LeFebvre from the LeFebvre Family Trust addressed the Commission, stating that the application was straightforward and offering no additional information unless questions arose. The representative was present to participate in the process.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** No further questions, comments, or concerns were raised by the Commissioners.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the LeFebvre Addition minor subdivision proposal to the Board of Supervisors, including the access easement condition as referenced in the staff report. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the minor subdivision to the Board of Supervisors with the specified easement condition.

**Public Hearing: Consideration of Proposed Zoning Ordinance Map Amendment (Rezone) Application from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed rezoning application submitted by the LeFebvre Family Trust. The proposal seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

**Staff Report:** Dan Priestley presented the staff report, noting that the rezoning is required for the future residence and aligns with the previous subdivision item. The parcel is the same as previously discussed (#884604100004). Staff recommended approval.

**Applicant Comments:** The applicant had left the meeting after the previous item and was not present for additional comments.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** Commissioner Tom Bride addressed a potential concern about AE zoning bordering commercial areas, noting that this aligns with the future land use map, which anticipated such configurations. No other questions, comments, or concerns were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the zoning ordinance map amendment to rezone Parcel #884604100004 from Agricultural Preservation (AP) to Agricultural Estates

(AE) to the Board of Supervisors. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the rezoning to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments for Public Service Garage Conditional Use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance (Page 39). The amendments would change "Public service garage" from prohibited ("P") to conditional use ("C") in the AP and/or AE Zoning Districts, allowing such uses (e.g., for police, fire, emergency, or county engineer facilities) subject to review by the Zoning Commission and approval by the Board of Adjustment.

**Staff Report:** Dan Priestley presented the staff report, explaining that the amendments were directed by the Board of Supervisors to address needs for public facilities in AP and AE areas, which often surround communities. Historical rezoning to Limited Industrial (LI) for existing facilities was noted, but future rezoning could lead to spot zoning issues conflicting with the Comprehensive Plan. Conditional use permits provide better control, allowing site-specific review without permanent district changes. The proposal includes both AP and AE for flexibility, with public notification conducted via newspapers. Staff recommended approval for both districts to maintain oversight and protect neighborhoods.

**Public Comments:** Laura Sievers, Woodbury County Engineer, addressed the Commission, explaining that public service garages (e.g., secondary roads shops) abut commercial and residential properties without complaints in her experience. She noted placements in Lyon County and emphasized the need for locations near communities for efficient services like snow removal, avoiding economic development sites. This amendment would provide legal options for future relocations.

**Commission Discussion:** Commissioners discussed preempting future needs with conditional use availability, preferring it over rezoning to avoid unintended uses if ownership changes. They favored including both AP and AE for flexibility, site-specific review, and resident input via public hearings.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the zoning ordinance text amendment for public service garage as a conditional use in the AP and AE Zoning Districts as presented to the Board of Supervisors. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** Dan Priestley noted that the draft ordinance language in the packet would be forwarded, with potential adjustments for page numbers or corrections.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments to Establish Maximum Dimensions for Accessory Dwelling Units (ADUs) and Permit ADUs That Do Not Comply with Iowa Code 331.301(27)(a)(1) to Align with Primary Dwellings in a County Without Adopted Building Codes; to Add Utility Scale Solar Energy Systems to the Public Notification Subsection and Correct the Referenced Subsection to Telecommunication Towers; to Align Telecommunication Tower Applications with State Code by Removing Colocation Requirements; and to Correct the Road Use and Repair Agreement Reference in the Utility Scale Solar Section**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on housekeeping amendments: (1) Establish ADU dimensions (max 1,000 sq ft or 50% of principal dwelling) and align with primary dwellings without building codes (Section 4.04-2); (2) Add utility-scale solar to public notification (Section 2.02-1 B(1)(e)) and correct telecommunication tower reference to Section 5.05; (3) Remove colocation requirements for towers (Sections 5.05-1, 5.05-5 B) to comply with Iowa Code 8C; (4) Correct road use reference in utility-scale solar (Section 5.08-9 B) from 6.1 to 5.08-9 A; plus related edits for clarity.

**Staff Report:** Dan Priestley presented the staff report, describing the amendments as housekeeping to fix inconsistencies. For ADUs, prior adoption tied to state code created enforcement disparities; new language adds dimensions for consistency without exempting Iowa Code. Solar notification adds one-mile radius, correcting references. Tower colocation removal aligns with Iowa Code 8C preemption. Solar road use reference is a correction. Public notice was provided, with no major comments received.

**Public Comments:** No public comments were made, either in person or via phone.  
**Commission Discussion:** No questions or comments were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Tom Bride seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the draft amendments as presented on pages 55 through 57 of the packet (Amendments 1 through 4), with the understanding that page numbers or minor adjustments may be needed. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** A letter would convey the recommendation to the Supervisors.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Comment on Matters Not on the Agenda**

No additional public comments were received on matters not listed on the agenda, either in person or via phone.

**Staff Update**

Dan Priestley provided the following updates:

- Upcoming Board of Supervisors Hearings: Public hearings on the LeFebvre subdivision/rezoning and text amendments are scheduled for early October (likely October 7, 14, and 21 at 4:30 PM meetings). Supervisors may waive readings based on activity levels.

**Commissioner Comment or Inquiry**

No Commissioners offered additional comments or inquiries.

**Adjournment**

Commissioner Tom Bride moved to adjourn the meeting, seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0) The meeting adjourned at approximately 5:39 PM.

**Appendix**

None



RECEIVE

WOODBURY COUNTY, IOWA  
MINOR SUBDIVISION APPLICATION

AUG 12 2025

WOODBURY COUNTY  
PLANNING & ZONING

Applicant: LEFEBVRE FAMILY TRUST  
Name of Owner

Mailing Address: 1650 DELAWARE AVE LAWTON, IA 51030  
Street City or Town State and Zip + 4

Property Address: 1650 DELAWARE AVE LAWTON, IA 51030  
Street City or Town State and Zip + 4

Ph/Cell #: 712 281-1122 E-mail Address: rllefebvre@hotmail.com

To subdivide land located in the NW Quarter of Section 4

Civil Township FLOYD GIS Parcel # 884604100004

Name of Subdivision: LEFEBVRE ADDITION

Subdivision Area in Acres 6.75 Number of Lots 2

**Attachments:**

1. Eight (8) copies of grading plans; if required. N/A
- ✓ 2. Eight (8) copies of final plats (Complete per Section 4.01 of the Subdivision Ordinance).
- ✓ 3. An attorney's opinion of the abstract.
- ✓ 4. A Certified abstractor's certificate to include:
  - a. Legal description of proposed subdivision.
  - b. Plat showing clearly the boundaries of the subdivision.
  - c. A list of names, mailing addresses (including the ZIP + 4), and legal descriptions of all property owners within 1000'.

Surveyor: ALAN FAGAN Ph/Cell: 712 539-1471

Attorney: EMILEE GEHLING Ph/Cell: 712 226-4600

I hereby grant permission to the Woodbury County Zoning Staff and elected or appointed officials to conduct on-site inspections.

Owner's Signature: 

Zoning Director: 

**For Office Use Only:**

Zoning District AP Flood District X Date \_\_\_\_\_ No. 7104

Application Fee \_\_\_\_\_  
4 Lots or less (\$300\*+ Additional Fees) \$300 OK #136 34 81225  
5 Lots or more (\$300\* plus \$5 per lot + Additional Fees) \_\_\_\_\_

\*Owner(s)/applicant(s) shall pay the additional costs associated with the processing, printing, and the mailing of notifications of the public hearings when the number of mailings required exceeds 30. The owner(s)/applicant(s) shall pay the additional costs of the legal publication notice(s) in newspaper(s) when the fees exceed \$100.00.

DESCRIPTION:

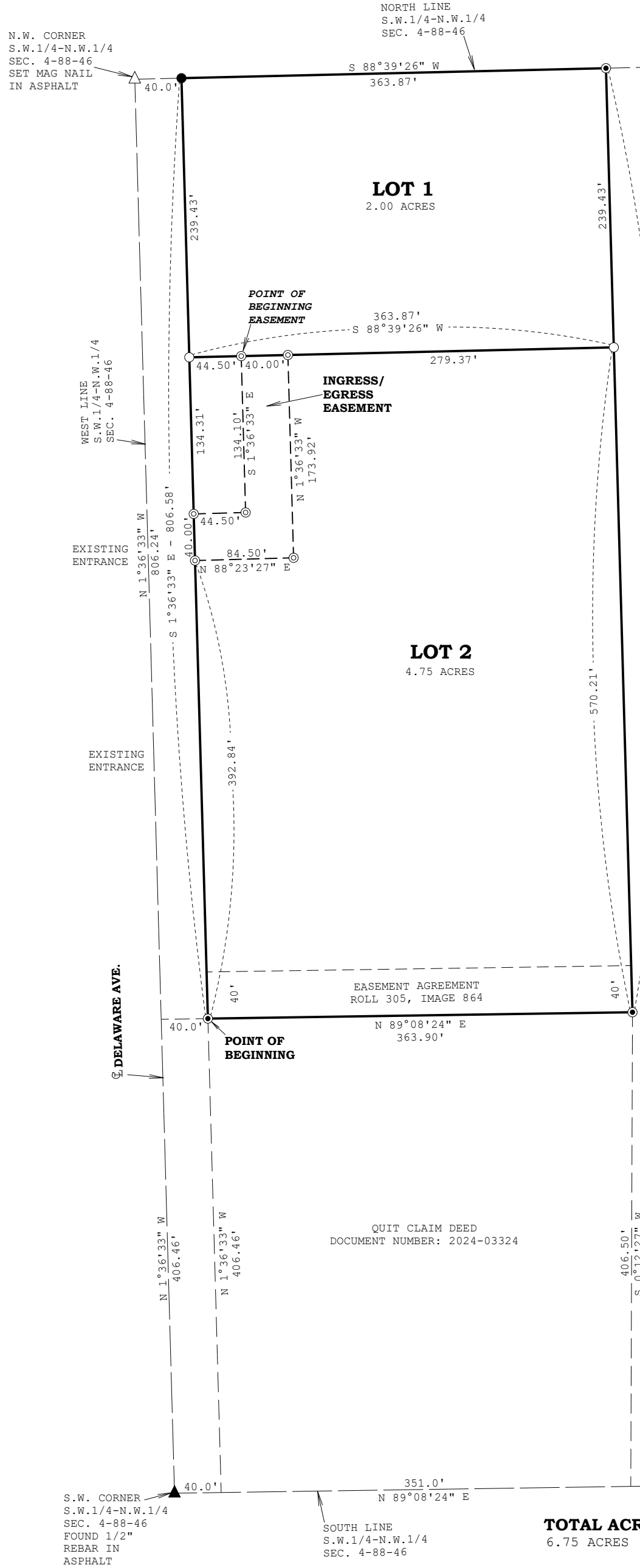
PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

INGRESS/EGRESS EASEMENT DESCRIPTION:

AN INGRESS/EGRESS EASEMENT BEING A PART OF LOT 2, LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE N.W. CORNER OF SAID LOT 2; THENCE N.88°39'26"E. ALONG THE NORTH LINE OF SAID LOT 2 FOR 44.50 FEET TO THE POINT OF BEGINNING OF SAID INGRESS/EGRESS EASEMENT; THENCE S.1°36'33"E. FOR 134.10 FEET; THENCE S.88°23'27"W. FOR 44.50 FEET TO THE WEST LINE OF SAID LOT 2; THENCE S.1°36'33"E. ALONG SAID WEST LINE FOR 40.00 FEET; THENCE N.88°23'27"E. FOR 84.50 FEET; THENCE N.1°36'33"W. FOR 173.92 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 40.00 FEET TO THE POINT OF BEGINNING.

NOTE: THE WEST LINE OF SAID LOT 2 IS ASSUMED TO BEAR S.1°36'33"E.



AL FAGAN LAND SURVEYING, P.C. P.O. BOX 858 MERRILL, IA 51038 712 539-1471	
DATE OF SURVEY: MAY 2025	
INDEX LEGEND	
SURVEYOR: ALAN L. FAGAN 712 539-1471	
MAIL TO: AL FAGAN LAND SURVEYING, P.C. P.O. BOX 858 - MERRILL, IA 51038	
COUNTY:	WOODBURY
SECTION(S):	4 T. 88 N., R. 46 W.
ALIQUOT PART: PART OF THE S.W.1/4 OF THE N.W.1/4	
CITY:	
SUBDIVISION:	
BLOCK(S):	
LOT(S):	
PROPRIETOR(S): DANIEL J. LEFEBVRE & ROSEMARY J. LEFEBVRE AS TRUSTEES OF LEFEBVRE FAMILY TRUST	
REQUESTED BY: DANIEL J. LEFEBVRE	

FINAL PLAT  
LEFEBVRE ADDITION  
WOODBURY COUNTY, IOWA

SURVEYOR'S CERTIFICATE

I, ALAN L. FAGAN, A DULY LICENSED LAND SURVEYOR UNDER THE PROVISIONS OF THE LAWS OF THE STATE OF IOWA, HOLDING CERTIFICATE NO. 15082, DO HEREBY CERTIFY THAT THE SUBDIVISION PLAT OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, IS A TRUE REPRESENTATION OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE SAME IS LOCATED UPON AND COMPRISES THE WHOLE OF THE ATTACHED DESCRIBED PROPERTY.

I DO HEREBY CERTIFY THAT THERE ARE CONTAINED IN SAID DESCRIPTION THE LOTS AND STREETS DESCRIBED IN THE ADDITION PLATTED, THAT THE SAME ARE OF THE DIMENSIONS, NUMBERS, NAMES AND LOCATIONS AS SHOWN ON SAID PLAT AND THAT IRON STAKES WERE DRIVEN AT EACH CORNER OF EVERY LOT AND TRACT EXCEPT AS NOTED ON SAID PLAT.

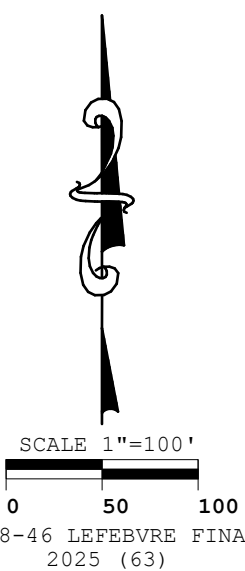
DATED AT SIOUX CITY, IOWA \_\_\_\_\_, 2025.

ALAN L. FAGAN  
IOWA NO. 15082

LICENSE RENEWAL DATE: DECEMBER 31, 2025

MONUMENTS

- = 1/2" YELLOW CAPPED REBAR #8319 FOUND
- ⊙ = 1/2" YELLOW CAPPED REBAR #5542 FOUND
- = 1/2" YELLOW CAPPED REBAR #15082 SET
- ⊗ = 12" SPIKE SET



NOTES

- SEE EASEMENT FOR PUBLIC HIGHWAY BOOK 697, PAGE 333.
- SEE RIGHT-OF-WAY EASEMENT ROLL 22, IMAGE 549.
- SEE EASEMENT AGREEMENT ROLL 305, IMAGE 864.
- SEE QUIT CLAIM DEED ROLL 736, IMAGE 3028.
- SEE CORNER CERTIFICATE ROLL 342, IMAGE 1298.
- SEE PLAT OF SURVEY ROLL 315, IMAGE 1240.
- SEE PLAT OF SURVEY ROLL 431, IMAGE 212.
- INGRESS/EGRESS EASEMENT TO BE USED FOR ACCESS TO LOT 1.
- THERE MAY BE EASEMENTS, RESTRICTIONS AND COVENANTS NOT SHOWN THAT AFFECT LEFEBVRE ADDITION.

AUDITOR'S APPROVAL OF SUBDIVISION NAME OR TITLE

THE COUNTY AUDITOR HEREBY ACCEPTS AND APPROVES THE NAME OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, FOR USE IN WOODBURY COUNTY, IOWA AS REQUIRED BY IOWA CODE SECTION 354.6(2).

DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

DANIEL J. LEFEBVRE AND ROSEMARY J. LEFEBVRE AS TRUSTEES OF THE LEFEBVRE FAMILY TRUST, THE OWNERS OF THE REAL ESTATE DESCRIBED IN THE ATTACHED SURVEYOR'S CERTIFICATE, HAVE IN THE PURSUANCE OF LAW, CAUSED SAID DESCRIBED REAL ESTATE TO BE SURVEYED, STAKED AND PLATTED INTO LOTS AND STREETS, AS IS PARTICULARLY SHOWN AND SET FORTH IN THE ATTACHED PLAT AND SAID CERTIFICATE OF ALAN L. FAGAN, A LICENSED SURVEYOR WHO SURVEYED AND PLATTED THE REAL ESTATE TO BE KNOWN AS LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, AND THAT THE SAME IS PREPARED WITH THE FREE CONSENT AND ACCORDANCE WITH THE DESIRES AS OWNERS AND PROPRIETORS THEREOF.

EXECUTED AT \_\_\_\_\_, IOWA, THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

DANIEL J. LEFEBVRE

ROSEMARY J. LEFEBVRE

STATE OF IOWA : SS  
WOODBURY COUNTY:  
ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF IOWA, PERSONALLY APPEARED DANIEL J. LEFEBVRE AND ROSEMARY J. LEFEBVRE, HUSBAND AND WIFE, TO ME KNOWN TO BE THE PERSONS NAMED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME AS THEIR VOLUNTARY ACT AND DEED.

NOTARY PUBLIC IN AND FOR SAID STATE  
MY COMMISSION EXPIRES: \_\_\_\_\_

RESOLUTION AND CERTIFICATE OF THE WOODBURY COUNTY ZONING COMMISSION OF WOODBURY COUNTY, IOWA

I, CHRIS ZELLMER ZANT, DO HEREBY CERTIFY THAT I AM THE CHAIRMAN OF THE WOODBURY COUNTY ZONING COMMISSION OF WOODBURY COUNTY, IOWA AND DO FURTHER CERTIFY THAT SAID COMMISSION HAS HERETOFORE TAKEN UNDER ADVISEMENT THE PLAT OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, AND THAT SAID WOODBURY COUNTY ZONING COMMISSION OF WOODBURY COUNTY, IOWA DID ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025 APPROVE THE SAME AND DOES FURTHER HEREBY RECOMMEND TO THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, IOWA, THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

CHRIS ZELLMER ZANT  
CHAIRMAN  
WOODBURY COUNTY ZONING COMMISSION OF  
WOODBURY COUNTY, IOWA

BOARD OF SUPERVISORS' RESOLUTION  
RESOLUTION NO. \_\_\_\_\_

RESOLUTION ACCEPTING AND APPROVING LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA.

WHEREAS, THE OWNERS AND PROPRIETORS DID ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025, FILE WITH THE WOODBURY COUNTY ZONING COMMISSION A CERTAIN PLAT DESIGNATED AS LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, AND

WHEREAS, IT APPEARS THAT SAID PLAT CONFORMS WITH ALL OF THE PROVISIONS OF THE CODE OF THE STATE OF IOWA AND ORDINANCES OF WOODBURY COUNTY, IOWA, WITH REFERENCE TO THE FILING OF SAME; AND

WHEREAS, THE ZONING COMMISSION OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT; AND

WHEREAS, THE COUNTY ENGINEER OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

NOW THEREFORE, BE, AND IT IS HEREBY RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, THAT THE PLAT OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA BE, AND THE SAME IS HEREBY ACCEPTED AND APPROVED, AND THE CHAIRMAN AND SECRETARY OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, ARE HEREBY DIRECTED TO FURNISH TO THE OWNERS AND PROPRIETORS A CERTIFIED COPY OF THIS RESOLUTION AS REQUIRED BY LAW.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

DANIEL A. BITTINGER II  
CHAIRMAN  
BOARD OF SUPERVISORS  
WOODBURY COUNTY, IOWA

ATTEST:  
MICHELLE K. SKAFF  
SECRETARY

July 23, 2025

TITLE OPINION

Dan Lefebvre  
16550 Delaware Ave.  
Lawton, IA 51030

Re: Title Opinion in Support of Plat - 1650 Delaware Ave. Lawton, IA 51030

Dear Mr. Lefebvre,

Pursuant to your request, we have examined the Abstract of Title in one part prepared by Sedgwick Talley Abstract, numbering 1-46; purporting to reflect matters of record pertaining to the following-described property situated in Woodbury County, Iowa:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Which property is to be platted as the Lefebvre Addition, the 20th day of June, 2025 at 5:00 p.m. and certify that, as of the date of the last continuation of the abstract, and a 24-month chain of title is shown and vested of record in:

Daniel L. Lefebvre and Rosemary J. Lefebvre, as Trustees of the Lefebvre Family Trust under agreement dated the 18th day of July 2014,

by virtue of a Quit Claim Deed noted at Entry 42 dated July 18, 2014 and filed July 21, 2014 at Roll 736 Image 3028;

subject to the following restrictions and limitations:

INTEREST IN THE SUBJECT REAL ESTATE

- PLAT DESCRIPTION. The plat appears to be located within the description of the Abstract.
- MORTGAGES/FINANCING STATEMENTS/ASSIGNMENT OF RENTS. None shown.
- REAL ESTATE TAXES. Entry 46 shows Taxes for 2023/24: 1st installment \$2,333.00, paid; 2nd installment \$2,333.00, paid. Parcel No. 8846014100004
- PERSONAL LIENS. The Abstract reflects that searches for personal liens have been made and all such liens, if any, are reflected herein. No searches have been made against any parties outside the chain of title to the property. No judgments appear against the titleholder as a result of the abstractor searches.
- MECHANICS LIENS. The Abstract reflects that appropriate searches for mechanic's liens have been made and reports no adverse findings.
- Please Note: You should take notice that purchase money liens have priority over and are senior to pre-existing judgments against real estate purchasers and any other right, title, or lien arising either directly or indirectly by, through, or under the purchaser. An exception is made in this opinion for unrecorded purchase money liens which are not included in the abstract and, therefore, not identified in this opinion.

LIMITED INTERESTS IN THE SUBJECT REAL ESTATE

7.EASEMENTS. A Right of Way Easement benefitting Northwest Iowa Power Cooperative is described at Entry 4 of the Abstract. Said electric transmission Easement was dated and acknowledged December 29, 1953 and filed October 26, 1973 in Roll 22, Image 549. Entry 23 of the Abstract shows an Easement Agreement recorded April 6, 1994 on Roll 305, Image 864 granting a perpetual easement for ingress and egress over and across the South Forty feet of the real estate.

8.PLATS. Entry 1 of the Abstract shows a Diagram of Section 4-88-46. Entry 25 of the Abstract reveals a Survey recorded September 23, 1994 on Roll 315, Image 1240. Entry 31 of the Abstract shows a Corner Certificate recorded February 12, 1996 on Roll 342, Image 1298.

9.RESOLUTIONS. At Entry 16 is referenced a resolution of controlled access abutting primary highways adopted by the Iowa State Highway Commission pursuant to Chapter 148 of the 56th General Assembly, which was filed July 16, 1956 in Book 833, page 322. Entry 17 of the Abstract describes the adoption of Zoning Regulations dated January 11, 1971 and filed March 5, 1971 at Book 1263, Page 9. For further information and amendments thereto, a complete copy of regulations on file in the office of the County Zoning Administrator's office. The Abstract at Entry 18 reveals a Resolution for the Woodbury County Board of Supervisors, #6332 recorded on May 12, 1977 on Roll 62, Image 2118. For maps of the various Flood Zones and particulars you are directed to consult the Office of the Woodbury County Zoning Administrator. Entry 19 discloses Resolution #6333 recorded May 12, 1977 at Roll 62, Image 2120 containing provisions and regulations regarding Flood zone. Entry 45 of the Abstract shows Zoning Regulations filed August 29, 2008 supported by Resolutions No., 10,455 and 10,456. For complete details, see instruments on file in the County Zoning office.

10.ZONING. The property is subject to the zoning ordinances of Woodbury County, Iowa.

11.COVENANTS. None shown.

12.This title opinion is subject to our standard exceptions attached hereto and by this reference incorporated herein. You should take note of these exceptions.

13.After complying with the above requirements, closing the real estate transaction, and recording the appropriate documents, please have the abstract continued in final form and returned to us for a final examination and title opinion.

SEE ATTACHED CAUTIONS.

Sincerely,

Emilee B. Gehling  
Partner  
ITG #10271  
Gehling Osborn Law Firm, PLC  
600 4th Street, Suite 900  
Sioux City, IA 51101  
(712) 226-4601 (Direct)  
(712) 226-4600 (Main)  
Emilee@golawfirm.com

The Abstract is being held for Daniel Lefebvre.

GEHLING OSBORN LAW FIRM, PLC  
CAUTIONS TO TITLE OPINIONS

This title opinion is limited to an examination of the condition of title to the abstracted real estate covering the period of time up to the most recent certification.

This opinion is provided to the persons or entities identified as the addressees of this opinion, and it is not to be relied upon by any other person or entity.

This opinion is confined to an examination of the abstract only. This opinion is made subject to exceptions reserved by the abstracter in preparing the above reference abstracts.

The abstract may be prepared pursuant to the Iowa 40-Year Marketable Title Act (Iowa Code §§ 614.29 to 614.38). Effective July 1, 2009, any property served by private sewage disposal system (septic system) must have the system inspected by a certified inspector prior to any transfer of ownership of the property by deed or contract, unless exempted by law. Iowa Code § 455.172(11).

Please note: No visual inspection of the property has been made. Certain matters are not discernible from the abstract. Your attention is, therefore, called to the fact that you are required to take notice of the following potential encumbrances on the real estate under examination:

- RIGHTS
- 1.This opinion does not cover the rights of any parties in possession. It shall be determined by independent means if there are any parties in possession and if they have any rights.
- 2.This opinion does not cover the rights of undisclosed spouses.

ZONING/REGULATIONS

3.The boundaries, whether all structures are within those boundaries, and anything that would be revealed by a survey, and similar municipal ordinances.

4.Any facts which would be disclosed by a visual inspection or survey and which would identify physical use, location of easements and improvements on bordering real estate. This opinion does not assure correctness of boundary and lot lines.

5.Unidentified or unreported zoning or other ordinances relative to building, improvements, use or access.

6.Flood Plain regulations, if any.

The abstract does not disclose the existence of hazardous substances, pollutants, contaminants, hazardous waste, underground storage tanks, drainage wells, active or abandoned water wells, and other environmentally regulated activities. You are cautioned that federal, state, and local regulations may, in the event that there are environmental and/or public health violations, permit injunctive relief and require removal and remedial actions or other "clean up activity." The costs of such "clean-up" may become a lien against the real estate under examination, and you may have personal liability even though you may not have disposed of such hazardous substances on the real estate under examination that would subject you to liability for environmental clean-up. You are advised to seek independent professional evaluations of potential environmental exposures.

REAL ESTATE TAXES/MORTGAGES/FINANCING STATEMENTS/LIENS

7.Real estate taxes and special assessments not yet spread on the county books and charges for municipal services, which are not included in the abstract, that constitute a lien on the benefited property. It would be advisable to check with the City Clerk, Board of Supervisors, or the County Auditor's office to determine if any resolutions of necessity for special assessments have been adopted or charges have been assessed which pertain to the real estate under examination.

8.Real estate taxes for the current year, which will not become a lien until June 30, and the responsibility for payment thereof.

9.Whether the property may be or become subject to additional or corrected assessments for real estate taxes by authority of Section 443.6 through 443.22, The Code.

10.Whether a "due on sale" clause will interfere with your plans, if any, to assume an existing mortgage.

11.Financing Statements filed with the Secretary of State in Des Moines, including those covering crops.

12.Unrecorded purchase money liens.

13.The right to file mechanic's liens against the premises for labor or materials furnished in connection with improvements thereon within 90 days from furnishing of the last item of material or labor. In this regard, you should examine the same and satisfy yourself that no labor or materials have been furnished for improvements within the last 90 days or, if such improvements have been made, that all suppliers of labor or materials have been fully paid.

14.Whether the City claims any unrecorded liens for sidewalk maintenance, weed cutting, building demolition or utilities including storm water drainage.

MISCELLANEOUS

15. Forged or altered instruments.

16.Whether there have been any bankruptcy filings that may affect the property. No opinion can be given concerning the effect of bankruptcy proceedings on title to the real property.

17.Whether you are entitled to a homestead credit and/or a Veteran's exemption. Persons entitled should file application thereof f.

18.Whether it would be appropriate to participate in the Iowa Title Guaranty Program, operated through the Title Guaranty Division of the Iowa Finance Authority, (515) 242 -4989.

ADDITIONAL NOTE: The abstract that we have examined in preparing this opinion is a valuable document which is expensive to replace if it is lost. After the abstract is examined, we normally deliver it to the closing agent or the financial institution making the loan. We do not keep clients ' abstracts in our office. It is the client 's responsibility to be certain that the abstract is returned to them and kept in a safe place at the conclusion of the transaction.



## **FINAL PLAT**

### **ATTACHMENTS ASSOCIATED WITH THIS FINAL PLAT WILL/MAY ALSO BE RECORDED SEPARATELY**

- DEDICATION, IF APPLICABLE
- TITLE OPINION OR UPDATED TITLE OPINION, IF APPLICABLE
- RESOLUTION FROM THE NEAREST CITY
- AGREEMENT TO IMPOSE COVENANT BASED UPON LINEAL LOT FRONTAGE, IF APPLICABLE
- MORTGAGE RESOLUTION, IF APPLICABLE

## PLANNING AND ZONING STAFF – REVIEW CRITERIA (SUBDIVISION ORDINANCE)

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, Planning and Zoning staff:

	<b>shall review a subdivision application for completeness and for approval of a final plat by ensuring it is submitted in accordance with the standards for a subdivision plat per Iowa Code.</b>
	Staff reviewed the subdivision application, deemed it complete, and verified the final plat's conformance to the County's Zoning Ordinance, Subdivision Ordinance, and the Code of Iowa, all as required by law.
	<b>shall accept payment of applicable fees, and distribute copies of the final plat to the Planning &amp; Zoning Commission, the appropriate county departments and public utilities; and</b>
	Staff received the application fee and the account is paid-in-full. Staff also distributed copies of the application, final plat, and other materials to all relevant stakeholders as required.
	<b>shall coordinate with the County Engineer who shall review the final plat to determine conformance with the engineering design standards of these regulations and to verify accuracy of the legal descriptions and survey data; and</b>
	Staff have received written confirmation that the County Engineer has reviewed and determined that the final plat conforms to the engineering and design standards of these regulations, and he has verified the accuracy of the legal descriptions and survey data.
	<b>shall review the final plat to determine conformance with the design standards of these regulations and with the required form of the plat and related documents; and</b>
	Staff verified that the final plat conforms to the design standards of these regulations, as well as the required form of the final plat. To ensure proper governance of the ingress/egress easement shown on the plat, it is recommended that a separate easement agreement be prepared and executed between the owners of Lot 1 and Lot 2, and recorded concurrently with the plat. This agreement should address items such as general maintenance, repairs, upkeep, snow removal expectations, etc.
	<b>shall assure conformance with the goals and objectives of the County's General Plan, the CED staff may make recommendations for conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties.</b>
	Staff attest to the final plat conforming to the goals and objectives of the county plan. Staff recommends approval of the final plat.

## ZONING COMMISSION – REVIEW CRITERIA (SUBDIVISION ORDINANCE)

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, the Planning and Zoning Commission:

	<b>shall conduct a public hearing on a final plat for a minor subdivision. Notice of the date, time and location of the hearing will be mailed to the owners of all property within 1,000 feet for the subject property not less than four nor more than twenty days prior to the date of the hearing; and</b>
	Staff have ensured that the legal requirements have been met for publicly noticing this public hearing, all as required by law. Staff have also ensured the notice requirement for adjacent landowners within 1000 FT have also been met.
	<b>shall review the final plat and the staff reports and other information presented to determine whether the plat conforms to the ordinances, general plan and other policies of the county; and</b>
	Staff have compiled, reviewed, and analyzed all relevant materials to determine whether the plat conforms to the ordinances, general plan, and other policies of the County, or not. Staff provided this information in a "Staff Report" format and made them available to the Commission well in advance of the required public hearing. The Commission also held a public hearing to review, analyze, and discuss the final plat and other relevant information.
	<b>may recommend specific conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties; and</b>
	To ensure proper governance of the ingress/egress easement shown on the plat, it is recommended that a separate easement agreement be prepared and executed between the owners of Lot 1 and Lot 2, and recorded concurrently with the plat. This agreement should address items such as general maintenance, repairs, upkeep, snow removal expectations, etc.
	<b>shall forward a report of its finding and a recommendation to the Board of Supervisors. The recommendation shall be in the form of a resolution to be certified as part of the final plat materials. A copy of the report and the resolution shall also be forwarded to the property owner, the subdivider and the land surveyor for the subdivision.</b>
	During its required public hearing on the final plat, the Board of Supervisors will receive the final staff report and the Commission's recommendation on said plat and shall approve, approve with conditions, or disapprove the plat. The Supervisors may table the matter with the consent of the subdivider. Approval shall be in the form of a resolution to be certified as part of the final plat. Staff will coordinate with the subdivider and land surveyor to ensure all copies and recordings are submitted and received, all as required by law.

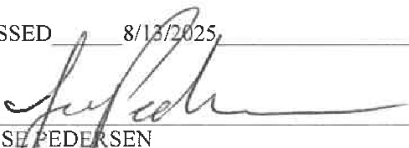
CITY COUNCIL RESOLUTION NO. 2025-12

CITY OF LAWTON, WOODBURY COUNTY, IOWA


RESOLUTION ACCEPTING AND APPROVING THE PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA.

NOW, THEREFORE BE, AND IT IS, RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
LAWTON, WOODBURY COUNTY, IOWA, THAT SAID PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA, AS HERETO ATTACHED AND FORMING PART OF THIS  
RESOLUTION BE, AND THE SAME HEREBY IS, ACCEPTED AND APPROVED. PURSUANT TO  
THE CODE OF ORDINANCES OF THE CITY OF LAWTON, IOWA, § 170.30, THE CITY OF  
LAWTON WAIVES ITS RIGHTS UNDER SAID SECTION.

PASSED 8/13/2025

  
\_\_\_\_\_  
JESSE PEDERSEN  
MAYOR

APPROVED 8/13/2025

  
\_\_\_\_\_  
ATTEST:  
TRICIA JERNBERG  
CITY CLERK

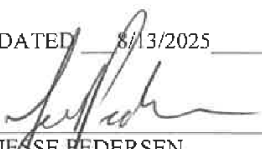
STATE OF IOWA

SS

COUNTY OF WOODBURY

I, TRICIA JERNBERG, CLERK OF THE CITY OF LAWTON, WOODBURY COUNTY, IOWA, DO  
HEREBY CERTIFY THAT THE FOREGOING IS A FULL, TRUE, AND CORRECT COPY OF A  
RESOLUTION ACCEPTING AND APPROVING THE PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA, WHICH SAID RESOLUTION WAS ADOPTED BY THE CITY  
COUNCIL OF SAID CITY ON THE 13<sup>th</sup> DAY OF August, 2025 AND  
APPROVED BY THE MAYOR OF SAID CITY ON SAID DATE ALL AS FULL, TRUE AND  
COMPLETE AS THE SAME APPEARS OF RECORD IN THE OFFICE OF SAID CITY CLERK.

DATED 8/13/2025

  
\_\_\_\_\_  
JESSE PEDERSEN  
MAYOR

  
\_\_\_\_\_  
TRICIA JERNBERG  
CITY CLERK

LAWTON RESOLUTION LEFEBVRE



## OFFICE OF PLANNING AND ZONING WOODBURY COUNTY

Zoning Ordinance  
Section 2.02(4)  
Page 1 of 8Rezoning Application &  
Zoning Ordinance Map Amendment *njlefebvre@hotmail.com*

<b>Owner Information:</b>		<b>Applicant Information:</b>	
Owner	<u>LEFEBVRE FAMILY TRUST</u>	Applicant	<u>DAN LEFEBVRE</u>
Address	<u>1650 DELAWARE AVE</u> <u>LAWTON, IA 51030</u>	Address	<u>1650 DELAWARE AVE,</u> <u>LAWTON, IA 51030</u>
Phone	<u>712-281-1122</u>	Phone	<u>712 281-1122</u>

Engineer/Surveyor	<u>ALAN FAGAN</u>	Phone	<u>712 539-1471</u>
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<b>Property Information:</b>			
Property Address or Address Range <u>1650 DELAWARE AVE</u>			
Quarter/Quarter	<u>SW 1/4 - NW 1/4</u>	Sec	<u>4</u>
		Twnshp/Range	<u>88-46</u>
Parcel ID #	<u>884604100004</u>	or GIS #	
		Total Acres	<u>6.75</u>
Current Use	<u>RESIDENTIAL</u>	Proposed Use	<u>RESIDENTIAL</u>
Current Zoning	<u>AP</u>	Proposed Zoning	<u>AE</u>
Average Crop Suitability Rating (submit NRCS Statement) <u>(Included in report)</u>			

The filing of this application is required to be accompanied with all items and information required pursuant to section 2.02(4)(C)(2) through (C)(4) of Woodbury County's zoning ordinances (see attached pages of this application for a list of those items and information).

A formal pre-application meeting is recommended prior to submitting this application.

Pre-app mtg. date 8-12-25 Staff present Dan Priestley

The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Woodbury County, Iowa, assuring that the information provided herein is true and correct. I hereby give my consent for the Woodbury County Planning and Zoning Office and zoning commission members to conduct a site visit and photograph the subject property.

This Rezoning Application / Zoning Ordinance Map Amendment is subject to and shall be required, as a condition of final approval, to comply with all applicable Woodbury County ordinances, policies, requirements and standards that are in effect at the time of final approval.

Owner	<u>LEFEBVRE FAMILY TRUST</u>	Applicant	<u>Dan Lefebvre</u>
Date	<u>8-12-25</u>	Date	<u>Aug 12 2025</u>

Fee:	<u>\$400</u>	Case #:	<u>7103</u>
Check #:			
Receipt #:			

RECEIVED

AUG 14 2025

WOODBURY COUNTY  
PLANNING & ZONING

**LEGAL DESCRIPTION:**

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**INGRESS/EGRESS EASEMENT DESCRIPTION:**

AN INGRESS/EGRESS EASEMENT BEING A PART OF LOT 2, LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE N.W. CORNER OF SAID LOT 2; THENCE N.88°39'26"E. ALONG THE NORTH LINE OF SAID LOT 2 FOR 44.50 FEET TO THE POINT OF BEGINNING OF SAID INGRESS/EGRESS EASEMENT; THENCE S.1°36'33"E. FOR 134.10 FEET; THENCE S.88°23'27"W. FOR 44.50 FEET TO THE WEST LINE OF SAID LOT 2; THENCE S.1°36'33"E. ALONG SAID WEST LINE FOR 40.00 FEET; THENCE N.88°23'27"E. FOR 84.50 FEET; THENCE N.1°36'33"W. FOR 173.92 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 40.00 FEET TO THE POINT OF BEGINNING.

NOTE: THE WEST LINE OF SAID LOT 2 IS ASSUMED TO BEAR S.1°36'33"E.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**

**ORDINANCE NO. \_\_\_\_**

**A ZONING DISTRICT DESIGNATION MAPPING AMENDMENT  
TO THE WOODBURY COUNTY, IOWA ZONING ORDINANCE**

**WHEREAS** the Board of Supervisors of Woodbury County, Iowa, adopted a Zoning Ordinance on July 22, 2008, by Resolution No. 10,455 being recorded in the Office of the Woodbury County Recorder, and

**WHEREAS** the Woodbury County Board of Supervisors has received a report in respect to amending the said Ordinance from the Woodbury County Zoning Commission which held a public hearing on the amendment; all as by law provided. Which the amendment is attached hereto marked item One (1), and hereby made a part hereof; and

**WHEREAS** the Woodbury County Board of Supervisors has received said report, studied and considered the same, and has held hearings on said amendment, all as by law provided; and

**WHEREAS** the Woodbury County Board of Supervisors has concluded that the said ordinance shall amend the aforesaid Zoning Ordinance;

**NOW THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors, duly assembled, that the aforesaid Zoning District is amended as shown on said attached item One (1); and the previous zoning district designation shall be repealed upon the effective date of this amendment.

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.**

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

## ITEM ONE (1)

Property Owner(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Pursuant to Section 2.02:4 of the Woodbury County Zoning Ordinance, and in accordance with Section 335 of the Code of Iowa, the Woodbury County Zoning Commission held a public hearing on **September 22, 2025**, to review and make a recommendation for amendments to the Woodbury County Zoning Ordinance and Mapping for the unincorporated area of Woodbury County, Iowa as follows:

Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**



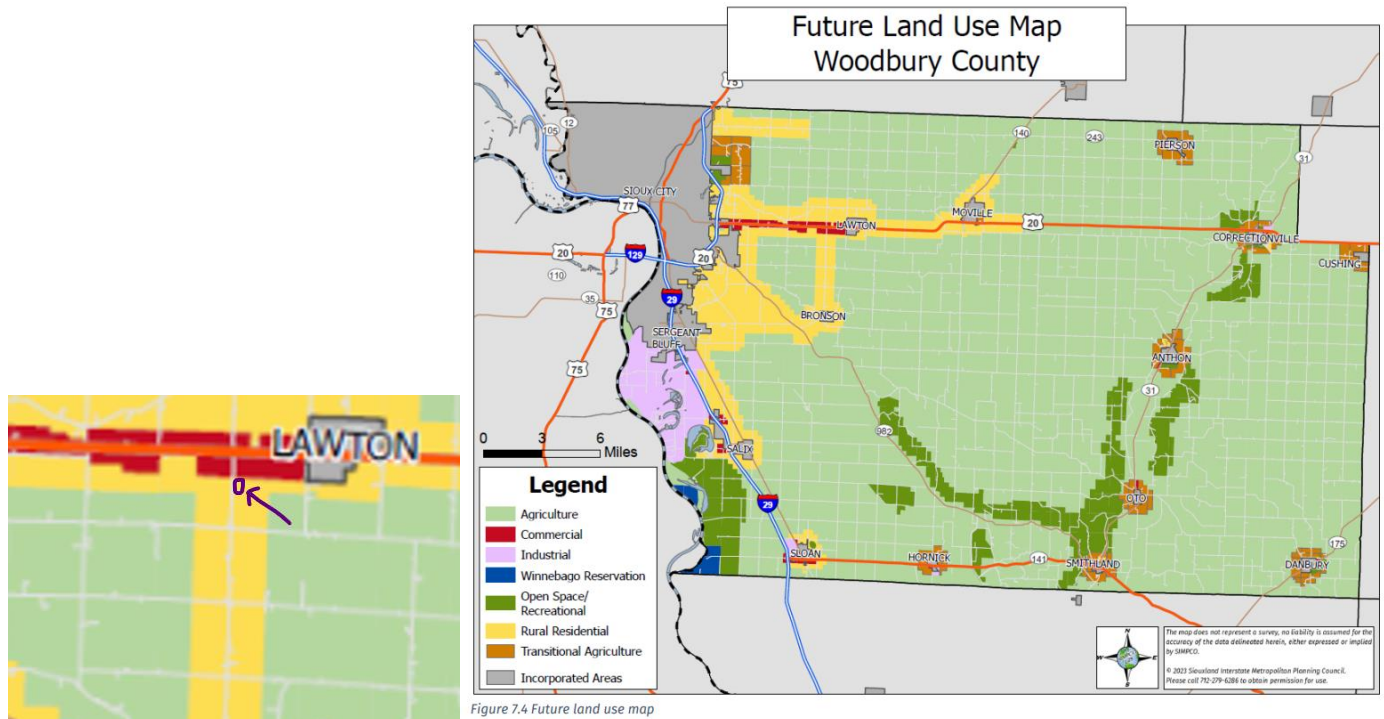
## EVALUATION CRITERIA

The Zoning Commission shall base their recommendations and the Board of Supervisors shall base their decision on any requested amendment of the zoning district map on the following criteria:

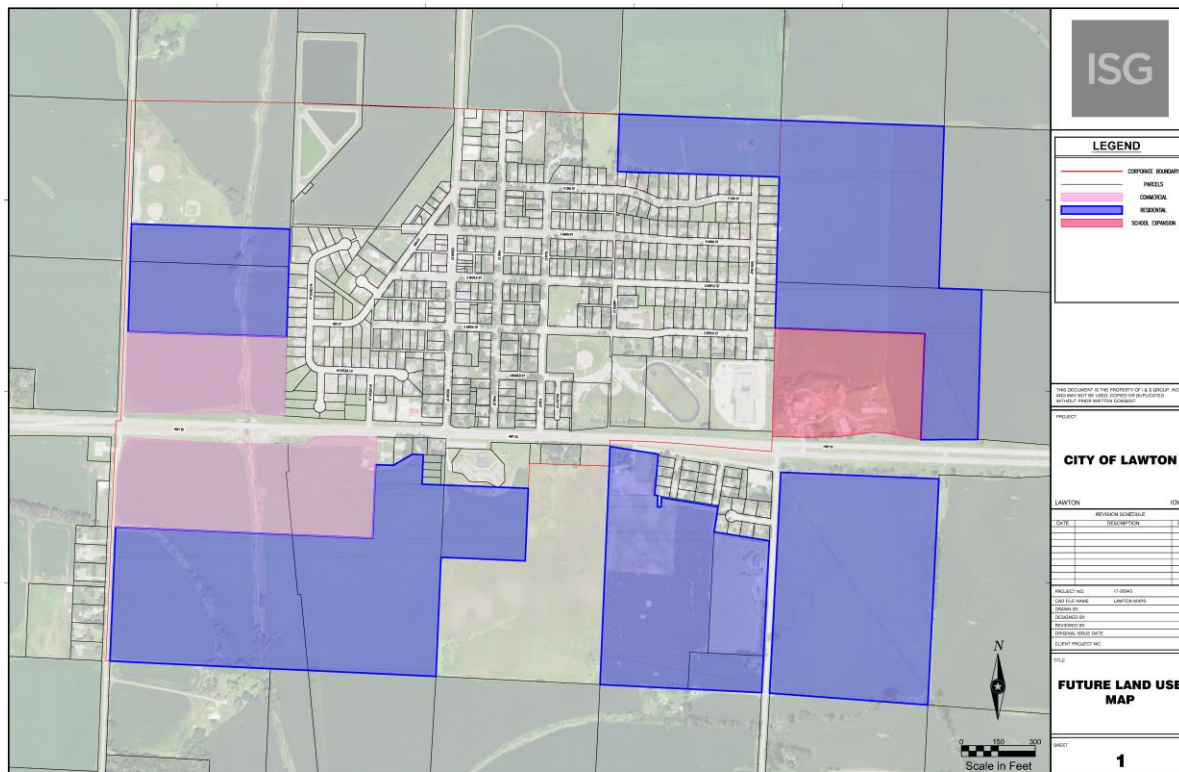
**Conformance with the goals and objectives set forth in the approved general development plan for Woodbury County including the future land use map.**

There does not appear to be any conflicts with the Woodbury County Comprehensive Plan 2040.

([https://www.woodburycountyiowa.gov/files/community\\_economic\\_development/woodbury\\_county\\_comprehensive\\_plan\\_2040\\_89417.pdf](https://www.woodburycountyiowa.gov/files/community_economic_development/woodbury_county_comprehensive_plan_2040_89417.pdf)). This area is designated as **rural residential** on the future land use map thereby illustrating that this request is compatible with future land use goals and objectives for the unincorporated area as the goal of this rezone for the eventual build a house. The only concern is this does abut future areas designated as commercial to the north. The City of Lawton's Future Land Use Map does not reach this area of unincorporated Woodbury County as depicted below.



**CITY OF LAWTON, IOWA – FUTURE LAND USE MAP**

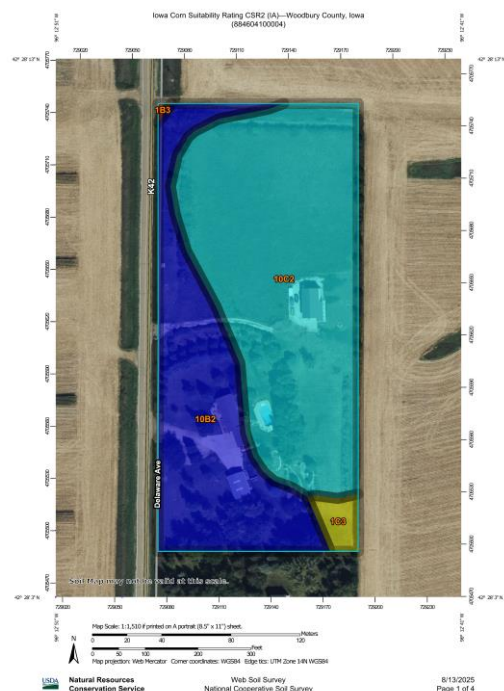




## Compatibility and conformance with the policies and plans of other agencies with respect to the subject property.

There does not appear to be any conflicts with the policies and plans of other agencies based on the information received.

## Consideration of the Corn Suitability (CSR) of the property.



Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa

884604100004

### Iowa Corn Suitability Rating CSR2 (IA)

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
1B3	Ida silt loam, 2 to 5 percent slopes, severely eroded	57	0.0	0.1%
1C3	Ida silt loam, 5 to 9 percent slopes, severely eroded	58	0.2	2.4%
10B2	Monona silt loam, 2 to 5 percent slopes, eroded	91	2.6	35.9%
10C2	Monona silt loam, 5 to 9 percent slopes, eroded	86	4.5	61.5%
Totals for Area of Interest			7.3	100.0%

### Description

This attribute is only applicable to soils in the state of Iowa. Iowa corn suitability ratings (CSR2) provide a relative ranking of all soils mapped in the State of Iowa according to their potential for the intensive production of row crops. The CSR2 is an index that can be used to rate the potential yield of one soil against that of another over a period of time. Considered in the ratings are average weather conditions and frequency of use of the soil for row crops. Ratings range from 100 for soils that have no physical limitations, occur on minimal slopes, and can be continuously row cropped to as low as 5 for soils that are severely limited for the production of row crops.

When the soils are rated, the following assumptions are made: a) adequate management, b) natural weather conditions (no irrigation), c) artificial drainage where required, d) no frequent flooding on the lower lying soils, and e) no land leveling or terracing. The weighted CSR2 for a given field can be modified by the occurrence of sandy spots, local deposits, rock and gravel outcrops, field boundaries, and noncrossable drainageways. Even though predicted average yields will change with time, the CSR2 values are expected to remain relatively constant in relation to one another over time.

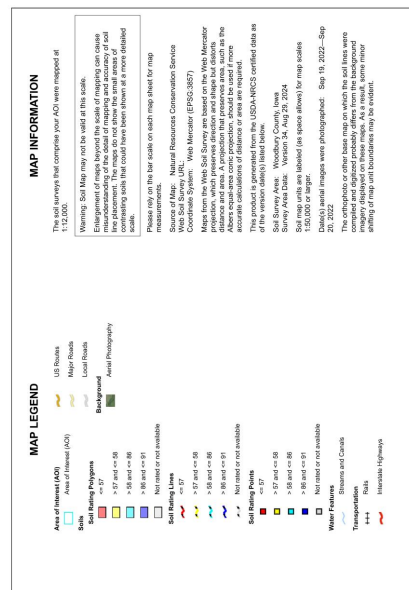
### Rating Options

Aggregation Method: No Aggregation Necessary

Natural Resources Conservation Service

Web Soil Survey National Cooperative Soil Survey

8/13/2025 Page 3 of 4



Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa (884604100004)

Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa

884604100004

Aggregation is the process by which a set of component attribute values is reduced to a single value that represents the map unit as a whole.

A map unit is typically composed of one or more "components". A component is either some type of soil or some nonsoil entity, e.g., rock outcrop. For the attribute being aggregated, the first step of the aggregation process is to derive one attribute value for each of a map unit's components. From this set of component attributes, the next step of the aggregation process derives a single value that represents the map unit as a whole. Once a single value for each map unit is derived, a thematic map for soil map units can be rendered. Aggregation must be done because, on any soil map, map units are delineated but components are not.

For each of a map unit's components, a corresponding percent composition is recorded. A percent composition of 60 indicates that the corresponding component typically makes up approximately 60% of the map unit. Percent composition is a critical factor in some, but not all, aggregation methods.

The majority of soil attributes are associated with a component of a map unit, and such an attribute has to be aggregated to the map unit level before a thematic map can be rendered. Map units, however, also have their own attributes. An attribute of a map unit does not have to be aggregated in order to render a corresponding thematic map. Therefore, the "aggregation method" for any attribute of a map unit is referred to as "No Aggregation Necessary".

### Tie-break Rule: Higher

The tie-break rule indicates which value should be selected from a set of multiple candidate values, or which value should be selected in the event of a percent composition tie.

Based on the attached "Iowa Corn Suitability Rating CSR2 (IA)" report, this property general consists of four different soil map units, each with its own Corn Suitability Rating (CSR2). +/- (Approximation)

- Ida silt loam, 2 to 5 percent slopes, severely eroded (1B3): This soil has a CSR2 rating of 57. It makes up 0.1% of the property, or 0.0 acres. (Approximation)
- Ida silt loam, 5 to 9 percent slopes, severely eroded (1C3): This soil has a CSR2 rating of 58. It makes up 2.4% of the property, or 0.2 acres. (Approximation)
- Monona silt loam, 2 to 5 percent slopes, eroded (10B2): This soil has a CSR2 rating of 91. It is the most dominant soil type, covering 35.9% of the property, or 2.6 acres. (Approximation)
- Monona silt loam, 5 to 9 percent slopes, eroded (10C2): This soil has a CSR2 rating of 86. It makes up 61.5% of the property, or 4.5 acres. (Approximation)

The CSR2 is estimated to be about:

- $635.2 / 7.3 = 86.9$  (Approximation)

	<b>Compatibility with adjacent land uses.</b>
	The Agricultural Estates (AE) Zoning District is designed as a median between the aspects of the Agricultural Preservation (AP) Zoning District and the Suburban Residential (SR) Zoning District. The AE allows for additional single-family dwellings in a quarter-quarter section or 40-acre area. This zoning change can be justified as it represents both new housing as per the comprehensive plan while at the same time, retaining much of the characteristics of the AP Zoning District which abuts the surrounding area.
	<b>Compatibility with other physical and economic factors affecting or affected by the proposed rezoning.</b>
	There does not appear to be any other additional compatibility issues with this location.
	<b>Any other relevant factors.</b>
	This process is required in conjunction with the minor subdivision procedure.

Sioux City Journal

## AFFIDAVIT OF PUBLICATION

Sioux City Journal  
2802 Castles Gate Drive  
Sioux City 51106  
(712) 293-4250

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Sioux City Journal, printed and published by Journal Communications, in Sioux City in Woodbury County and issued daily and Sunday and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

## PUBLICATION DATES:

Sep. 11, 2025

NOTICE ID: 64HJVw3T77hTCG28Qwec

PUBLISHER ID: COL-IA-502253

NOTICE NAME: ZC\_9-22-25\_PH

Publication Fee: \$142.99

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



## VERIFICATION

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 09/12/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF PUBLIC HEARINGS  
BEFORE THE WOODBURY  
COUNTY ZONING COMMISSION  
ON SEVERAL ZONING  
ORDINANCE TEXT AMENDMENTS,  
A MAP AMENDMENT (REZONE),  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered. First public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 601 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call 712-454-1133 and enter the Conference ID: 688 085 537 during the meeting to listen or comment. However, it is recommended to attend in person so there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 601 Douglas St., Sioux City, IA 51101. Emails should be sent to Daniel Priestley at: dpristley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 36. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "P" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "P" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage".

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM MAXIMUM DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS, FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and amend the ordinance from Iowa Code 331.301(27)(a) (1) and other applicable Iowa Code sections.

Woodbury County has not adopted building codes for primary dwellings and structures—thereby aligning ADU building-code requirements with those for primary dwellings and structures that do not have adopted county building codes (to be addressed in Section 4.04-2 or another applicable location); add utility-scale solar energy systems, as provided in Section 5.06, to the public-utility subsection in Section 2.02-1 (B)(1)(e); correct the referenced subsection for telecommunication towers from “as provided in subsection 5.06-3” to “as provided in Section 5.05”; align telecommunication-tower requirements with state code by removing collocation references and requirements (Section 5.05-1 and Section 5.06-5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08-9 B) from Section 8.1 to Section 5.08-9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Three (3)**

**CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT (REZONE) APPLICATION ON PARCEL #884604100004**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW 1/4 of the NW 1/4 of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4, THENCE N.89°08'24"E, ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 403.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W, ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E, FOR 363.90 FEET; THENCE N.1°36'33"W, FOR 609.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.89°32'26"W, ALONG SAID NORTH LINE FOR 369.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E, ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4)**

**CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUBDIVISION: To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW 1/4 of the NW 1/4 of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

OOL-IA-502253

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NOTICE OF PUBLIC HEARING  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF WOODBURY  
ON A PROPOSED MINOR SUBDIVISION  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)

The Woodbury County Board of Supervisors will hold a public hearing on the following items at 10:00 AM on Friday, September 19, 2025, at the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: [WoodburyCountyCommunityandEconomicDevelopment@iowa.gov](mailto:WoodburyCountyCommunityandEconomicDevelopment@iowa.gov) or by mail to: Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: [dpriestley@woodburycountyia.gov](mailto:dpriestley@woodburycountyia.gov). Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS  
FOR PUBLIC SERVICE GARAGE (CONDITIONAL USE) IN THE  
AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND  
OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT

SUMMARY: The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "C" (Conditional use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "C" (Conditional use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

Explanation: This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS  
TO STREAMLINE REGULATIONS FOR ACCESSORY  
DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE  
OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM  
DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS,  
AND TELECOMMUNICATION TOWERS WHILE ENSURING  
COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR  
DIMENSIONAL STANDARDS FOR ADUS, CORRECTING  
REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS.  
ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO  
ADDRESS THE ORDINANCE'S CLARITY.

SUMMARY: The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 331.301(27)(a)(1) and other applicable Iowa Code sections, because Woodbury County has not adopted building code requirements with those of the State of Iowa; thereby aligning ADU building code requirements with those of the State of Iowa; and structures that do not have adopted county building codes (to be addressed in Section 4.04 or another applicable Iowa Code section), and utility-scale solar energy systems, as provided in Section 5.08, to the public-notification subsection in Section 2.02 1 B(1)(e); correct the referenced subsection for telecommunication towers from "as provided in subsection 5.08 3" to "as provided in Section 5.05"; align telecommunication-tower requirements with state code by removing collocation references and requirements (Section 5.05 1 and Section 5.05 5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08 9 B) from Section 6.1 to Section 5.08 9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

Item Three (3):  
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Item Four (4):  
CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON  
PARCEL #884604100004

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezoning) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW 1/4 of the NW 1/4 of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 20, 400 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

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NOTICE OF PUBLIC HEARING  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF WOODBURY  
ON A PROPOSED MINOR SUBDIVISION  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)

The Woodbury County Board of Supervisors will hold a public hearing on the following items at 10:00 AM on Friday, September 19, 2025, at the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: [WoodburyCountyCommunityandEconomicDevelopment@iowa.gov](mailto:WoodburyCountyCommunityandEconomicDevelopment@iowa.gov) or by mail to: Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: [dpriestley@woodburycountyia.gov](mailto:dpriestley@woodburycountyia.gov). Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

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SUMMARY: The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "C" (Conditional use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "C" (Conditional use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

Explanation: This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS  
TO STREAMLINE REGULATIONS FOR ACCESSORY  
DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE  
OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM  
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Item Three (3):  
CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT  
(REZONING) APPLICATION ON PARCEL #884604100004

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezoning) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

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NOTICE OF PUBLIC HEARINGS BEFORE THE WOODBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)

The Woodbury County Zoning Commission will hold public hearings on the following items at 10:00 AM on Friday, September 19, 2025, at the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: [WoodburyCountyCommunityandEconomicDevelopment@iowa.gov](mailto:WoodburyCountyCommunityandEconomicDevelopment@iowa.gov) or by mail to: Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: [dpriestley@woodburycountyia.gov](mailto:dpriestley@woodburycountyia.gov). Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

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Explanation: This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

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**NOTICE OF PUBLIC HEARINGS BEFORE THE WOODBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: dpriestley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed

amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "-" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "-" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 331.301(27)(a)(1) and other applicable Iowa Code sections, because Woodbury County has not adopted building codes for primary dwellings and structures—thereby

aligning ADU building-code requirements with those for primary dwellings and structures that do not have adopted county building codes (to be addressed in Section 4.04 2 or another applicable location); add utility-scale solar energy systems, as provided in Section 5.08, to the public-notification subsection in Section 2.02 1 B(1)(e); correct the referenced subsection for telecommunication towers from "as provided in subsection 5.06 3" to "as provided in Section 5.05"; align telecommunication-tower requirements with state code by removing colocation references and requirements (Section 5.05 1 and Section 5.05 5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08 9 B) from Section 6.1 to Section 5.08 9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Three (3):  
CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT (REZONE) APPLICATION ON PARCEL #884604100004**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4;

THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

**NOTE:** THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4):  
CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUB-

**SERGEANT BLUFF, IOWA  
City Council Special  
Meeting Minutes  
Thursday, September 4, 2025  
@ 12pm Council Chambers  
501 4th Street;  
Sergeant Bluff, IA**

1. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER: 12:00 pm

Attendee Name Title Status  
Ryan Panowicz Absent  
Mark Reinders Absent  
Kirk Moriarty Remote  
Andrea Johnson Assistant Mayor Pro Tem Present  
Ron Hanson Mayor Pro Tem Present  
Jon Winkel Mayor Absent

2. APPROVAL OF THE AGENDA:

Motion by Andrea Johnson, seconded by Kirk Moriarty to Approve the Agenda. Motion Carried. [Unanimous]

3. DISCUSSION/ACTION ITEMS:

3.a Special Liquor License: Slush Up & Drink LLC

DIVISION: To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

Published in the *Sergeant Bluff Advocate* weekly newspaper, *Thursday, Sept 11, 2025*. The *SB-Advocate* is an Official Woodbury County newspaper. (PN#091125-0013)

The applicant, Angel Sheeley, is looking to make and sell wine slushies at Flippin Vintage on Friday and Saturday.

Motion by Andrea Johnson, seconded by Ron Hanson to Approve Special Liquor License: Slush Up & Drink LLC.

Motion Carried. [Unanimous]


4. ADJOURNMENT:  
Motion by Kirk Moriarty, seconded by Ron Hanson to Adjourn at 12:05 pm. Motion Carried. [Unanimous]

Mayor/Mayor Pro-Tem  
Attest:  
Danny Christoffers, City Clerk  
Published in the *Sergeant Bluff Advocate* weekly newspaper, *Thursday, Sept. 11, 2025*. The *SB-Advocate* is the Official Newspaper for the City of Sergeant Bluff and is an Official Woodbury County newspaper. (PN#091125-00212)

See PUBLIC/LEGAL NOTICES P.13

*Sergeant Bluff Advocate - 9/11/25*

## PROPERTY OWNER(S) NOTIFICATION

Total Property Owners within 1000 FT via Certified Abstractor's Listing:	5	
Notification Letter Date:	TBD	
Public Hearing Board:	Zoning Commission (Subdivision & Rezone); Board of Supervisors (Rezone Only)	
Public Hearing Date:	September 22, 2025	
Phone Inquiries:	0	
Written Inquiries:	0	
The names of the property owners are listed below.		
When more comments are received after the printing of this packet, they will be provided at the meeting.		

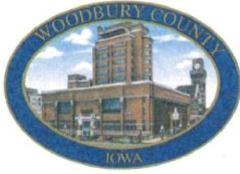
PROPERTY OWNER(S)	MAILING ADDRESS				COMMENTS
Lefebvre Family Trust	1650 Delaware Ave.	Lawton	IA	51030	No comments.
Michael F. Lally Revocable Trust	1654 Delaware Ave.	Lawton	IA	51030	No comments.
Gary L. Smith Revocable Trust 1/2 Kathy J. Smith Revocable Trust 1/2	7217 Sandhurst Dr. NW	Cedar Rapids	IA	52405	No comments.
Capital Management LLC % Deborah D. Smith	970 Wynstone Drive	Jefferson	SD	57039	No comments.
Randall D. & Sheryl L. Horsley	1691 Delaware Ave.	Lawton	IA	51030	No comments.

## STAKEHOLDER COMMENTS

911 COMMUNICATIONS CENTER:	No comments.
CITY OF LAWTON:	No comments.
FIBERCOMM:	No comments.
IOWA DEPARTMENT OF NATURAL RESOURCES (IDNR):	No comments.
IOWA DEPARTMENT OF TRANSPORTATION (IDOT):	No comments.
LOESS HILLS NATIONAL SCENIC BYWAY:	No comments.
LOESS HILLS PROGRAM:	No comments.
LONGLINES:	No comments.
LUMEN:	No comments.
MAGELLAN PIPELINE:	No comments.
MIDAMERICAN ENERGY COMPANY (Electrical Division):	I have reviewed the following proposals for MEC electric, and we have, no conflicts. The applicant should be made aware that any requested extension or relocation of distribution facilities is subject to a customer contribution. – Casey Meinen, 8/27/25.
MIDAMERICAN ENERGY COMPANY (Gas Division):	No conflicts for MEC “Gas”. We do not have facilities in that area. Therefore, the extension of facilities to serve this development would be at the cost of the developer if they are looking to have a natural gas service. – Tyler Ahlquist, 8/27/25.
NATURAL RESOURCES CONSERVATION SERVICES (NRCS):	No comments.
NORTHERN NATURAL GAS:	No comments.
NORTHWEST IOWA POWER COOPERATIVE (NIPCO):	Have reviewed this LeFebvre Addition Minor Subdivision & Rezone Application. NIPCO has no issues with this request. – Jeff Zettel, 8/27/25.
NUSTAR PIPELINE:	No comments.
SIOUXLAND DISTRICT HEALTH DEPARTMENT:	No comments.
WIATEL:	No comments.
WINNEBAGO TRIBE:	No comments.
WOODBURY COUNTY ASSESSOR:	No comments.
WOODBURY COUNTY AUDITOR:	No comments.
WOODBURY COUNTY CONSERVATION:	No comments.
WOODBURY COUNTY EMERGENCY MANAGEMENT:	No comments.
WOODBURY COUNTY EMERGENCY SERVICES:	No comments.
WOODBURY COUNTY ENGINEER:	No comments.
WOODBURY COUNTY RECORDER:	No comments.
WOODBURY COUNTY RURAL ELECTRIC COOPERATIVE (REC):	No comments.
WOODBURY COUNTY SHERIFF:	No comments.

WOODBURY COUNTY SOIL AND WATER CONSERVATION DISTRICT:	The WCSWCD has no comments regarding this request. – Neil Stockfleth, 8/27/25.
WOODBURY COUNTY TREASURER:	There are outstanding property taxes on this parcel. Certified taxes must be paid prior to the split. The amount owing is \$4,714.00. – Tina Bertrand, 8/27/25.

## COUNTY ENGINEER'S REVIEW MEMO



### Woodbury County Secondary Roads Department

759 E. Frontage Road • Moline, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

To: Dan Priestley, Woodbury County Zoning Coordinator

From: Laura Sievers, PE, County Engineer

Date: September 18, 2025

Subject: LeFebvre Family Addition – a minor subdivision application

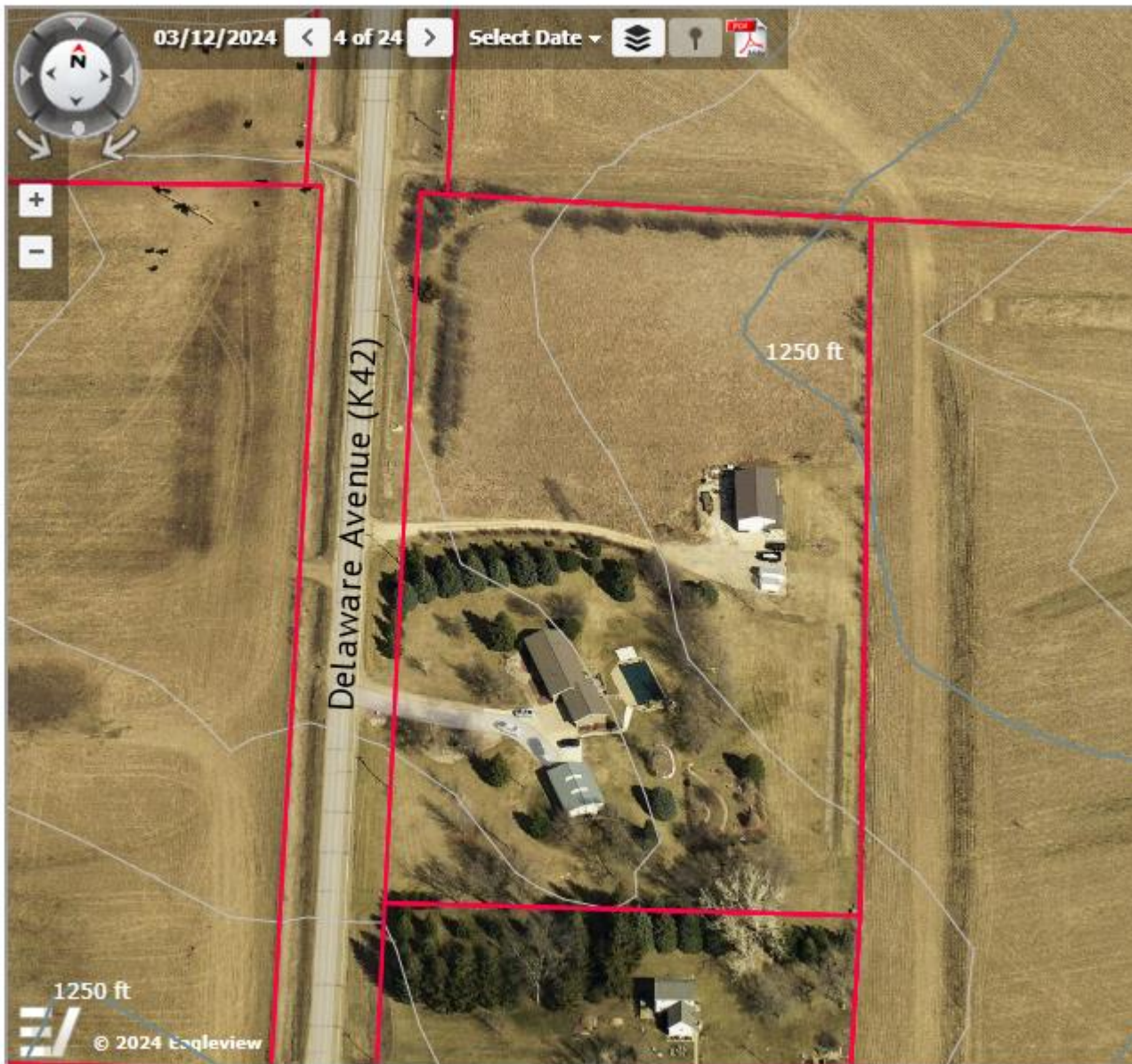
The Secondary Road Department has reviewed the submitted information provided for the LeFebvre Family Trust minor subdivision application.

The following comments are provided for your consideration.

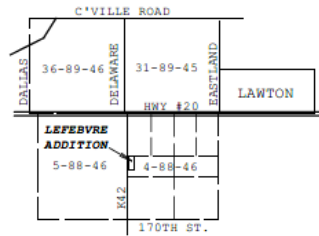
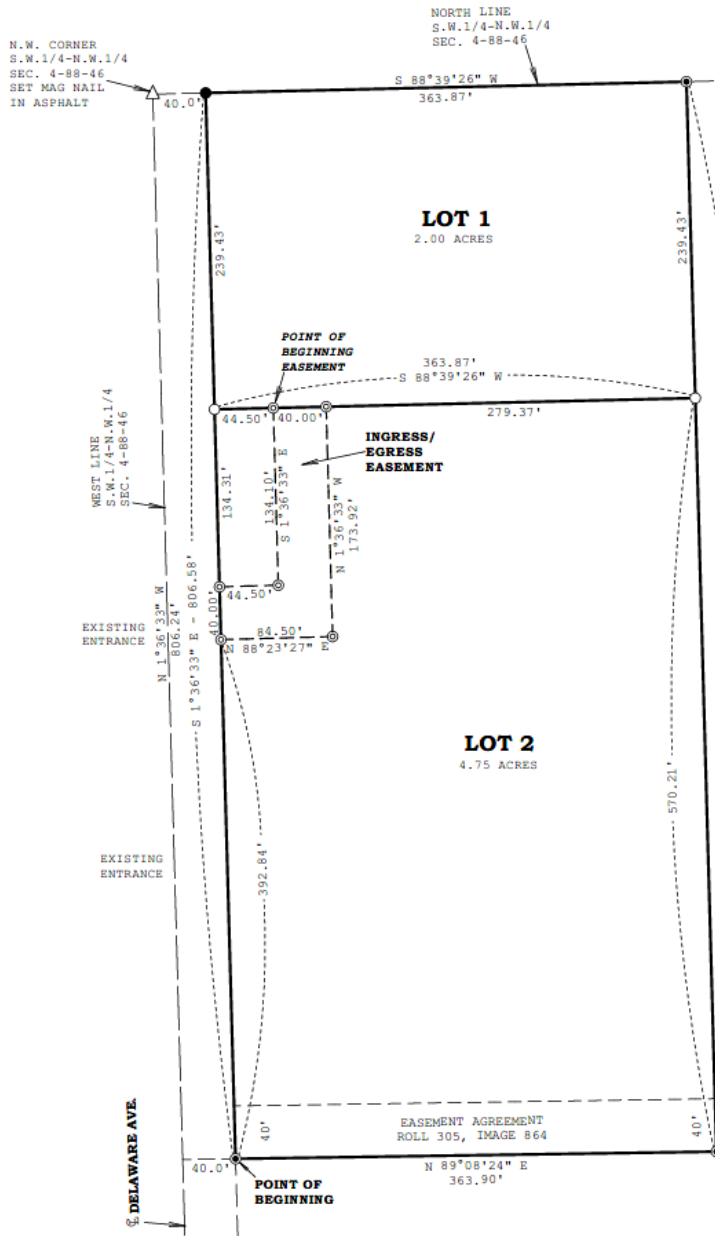
- The plat closure has been reviewed and is in compliance with Section 355.8 of the Code of Iowa.
- The existing driveway for the minor subdivision is noted on the plat within Lot 2.
- No additional concerns or issues with this application have been identified.

If any further questions or issues arise, please contact this office.





# PLAT MAP EXCERPT



VICINITY SKETCH  
NO SCALE

N.E. CORNER  
S.W. 1/4-N.W. 1/4  
SEC. 4-88-46  
CAPPED REBAR  
#5542 SET IN  
1999 NOW GONE,  
SET NAIL

**OWNERS/SUBDIVIDERS**  
DANIEL J. LEFEBVRE AND  
ROSEMARY J. LEFEBVRE AS  
TRUSTEES OF THE LEFEBVRE  
FAMILY TRUST

**SURVEYOR**  
ALAN L. FAGAN

**SETBACKS**  
FRONT YARD - 100'  
SIDE YARD - 20'  
ACCESSORY STRUCTURE - 10'  
REAR YARD - 50'  
ACCESSORY STRUCTURE - 10'

## DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

DANIEL J. LEFEBVRE AND ROSEMARY J. LEFEBVRE AS TRUSTEES OF THE LEFEBVRE FAMILY TRUST, THE OWNERS OF THE REAL ESTATE DESCRIBED IN THE ATTACHED SURVEYOR'S CERTIFICATE, HAVE IN THE PURSUANCE OF LAW, CAUSED SAID DESCR REAL ESTATE TO BE SURVEYED, STAKED AND PLATTED INTO LOTS AND STREETS, A PARTICULARLY SHOWN AND SET FORTH IN THE ATTACHED PLAT AND SAID CERTIFIC OF ALAN L. FAGAN, A LICENSED SURVEYOR WHO SURVEYED AND PLATTED THE REAL ESTATE TO BE KNOWN AS LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, AND THA THE SAME IS PREPARED WITH THE FREE CONSENT AND ACCORDANCE WITH THE DESI AS OWNERS AND PROPRIETORS THEREOF.

EXECUTED AT \_\_\_\_\_, IOWA, THE \_\_\_\_ DAY OF \_\_\_\_\_ 2025.

DANIEL J. LEFEBVRE

ROSEMARY J. LEFEBVRE

STATE OF IOWA :  
WOODBURY COUNTY:

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, BEFORE ME, THE UNDERSIG A NOTARY PUBLIC IN AND FOR THE STATE OF IOWA, PERSONALLY APPEARED DANIE LEFEBVRE AND ROSEMARY J. LEFEBVRE, HUSBAND AND WIFE, TO ME KNOWN TO BE PERSONS NAMED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME AS THEIR VOLUNTARY ACT AND DEE

NOTARY PUBLIC IN AND FOR SAID STATE  
MY COMMISSION EXPIRES: \_\_\_\_\_

# TITLE OPINION

July 23, 2025

## TITLE OPINION

Dan Lefebvre  
16550 Delaware Ave.  
Lawton, IA 51030

Re: Title Opinion in Support of Plat - 1650 Delaware Ave. Lawton, IA 51030

Dear Mr. Lefebvre,

Pursuant to your request, we have examined the Abstract of Title in one part prepared by Sedgwick Talley Abstract, numbering 1-46; purporting to reflect matters of record pertaining to the following-described property situated in Woodbury County, Iowa:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED: BEGINNING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°58'24"E, ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W, ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°58'24"E, FOR 363.90 FEET THENCE N.1°36'33"W, FOR 829.14 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.89°58'24"E, ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E, ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING, CONTAINING 6.75 ACRES, SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Which property is to be platted as the Lefebvre Addition, the 20th day of June, 2025 at 5:00 p.m., and certify that, as of the date of the last continuation of the abstract, and a 24-month chain of title is shown and vested of record in:

Daniel L. Lefebvre and Rosemary J. Lefebvre, as Trustees of the Lefebvre Family Trust under agreement dated the 18th day of July 2014,

by virtue of a Quit Claim Deed noted at Entry 42 dated July 18, 2014 and filed July 21, 2014 at Roll 736 Image 3028;

subject to the following restrictions and limitations:

### INTEREST IN THE SUBJECT REAL ESTATE

1.PLAT DESCRIPTION. The plat appears to be located within the description of the Abstract.

2.MORTGAGES/FINANCING STATEMENTS/ASSIGNMENT OF RENTS. None shown.

3.REAL ESTATE TAXES. Entry 46 shows Taxes for 2023/24: 1st installment \$2,333.00, paid; 2nd installment \$2,333.00, paid. Parcel No. 884601400004

4.PERSONAL LIENS. The Abstract reflects that searches for personal liens have been made and all such liens, if any, are reflected herein. No searches have been made against any parties outside the chain of title to the property. No judgments appear against the Titleholder as a result of the Abstractor's searches.

5.MECHANICS LIENS. The Abstract reflects that appropriate searches for mechanic's liens have been made and reports no adverse findings.

6.Please Note: You should take notice that purchase money liens have priority over and are senior to pre-existing judgments against real estate purchasers and any other right, title, or lien arising either directly or indirectly by, through, or under the purchaser. An exception is made in this opinion for unrecorded purchase money liens which are not included in the abstract and, therefore, not identified in this opinion.

### LIMITED INTERESTS IN THE SUBJECT REAL ESTATE

7.EASEMENTS. A Right of Way Easement benefitting Northwest Iowa Power Cooperative is described at Entry 4 of the Abstract. Said electric transmission easement was dated and acknowledged December 29, 1953 and filed October 26, 1973 in Roll 22, Image 549. Entry 23 of the Abstract shows an Easement Agreement recorded April 6, 1994 on Roll 305, Image 864 granting a perpetual easement for ingress and egress over and across the South Forty feet of the real estate.

8.PLATS. Entry 1 of the Abstract shows a Diagram of Section 4-88-46. Entry 25 of the Abstract reveals a Survey recorded September 23, 1994 on Roll 315, Image 1240. Entry 31 of the Abstract shows a Corner Certificate recorded February 12, 1996 on Roll 345, Image 1295.

9.RESOLUTIONS. At Entry 16 is referenced a resolution of controlled access abutting primary highways adopted by the Iowa State Highway Commission pursuant to Chapter 148 of the 56th General Assembly, which was filed July 16, 1956 in Book 833, page 325. Entry 17 of the Abstract describes the adoption of Zoning Regulations dated January 11, 1971 and filed March 5, 1971 at Book 1403, Page 9. For further information and amendments thereto, a complete copy of regulations on file in the office of the County Zoning Administrator's office. The Abstract at Entry 18 reveals a Resolution to the Woodbury County Board of Supervisors #633 recorded on May 12, 1977 on Roll 62, Image 2118. For maps of the various Flood Zones and particulars you are directed to consult the Office of the Woodbury County Zoning Administrator. Entry 19 discloses Resolution #633 recorded May 12, 1977 at Roll 62, Image 2120 containing provisions and regulations regarding flood zone. Entry 45 of the Abstract shows Zoning Regulations filed August 29, 2008 supported by Resolutions No., 10,455 and 10,456. For complete details, see instruments on file in the County Zoning Office.

10.ZONING. The property is subject to the zoning ordinances of Woodbury County, Iowa.

11.COVENANTS. None shown.

12.This title opinion is subject to our standard exceptions attached hereto and by this reference incorporated herein. You should take note of these exceptions.

13.After complying with the above requirements, closing the real estate transaction, and recording the appropriate documents, please have the abstract continued in final form and returned to us for a final examination and title opinion.

### SEE ATTACHED CAUTIONS.

Sincerely,

Emilee B. Gehling  
Partner  
ITC #10271  
Gehling Osborn Law Firm, P.C.  
650 4th Street, Suite 900  
Sioux City, IA 51101  
(712) 226-4601 (Direct)  
(712) 226-4603 (Main)  
Emilee@gsolawfirm.com

The Abstract is being held for Daniel Lefebvre.

GEHLING OSBORN LAW FIRM, P.C.  
CAUTIONS TO TITLE OPINIONS

This title opinion is limited to an examination of the condition of title to the abstracted real estate covering the period of time up to the most recent certification.

This opinion is provided to the persons or entities identified as the addressees of this opinion, and it is not to be relied upon by any other person or entity.

This opinion is confined to an examination of the abstract only. This opinion is made subject to exceptions reserved by the abstractor in preparing the above reference abstract.

The abstract may be prepared pursuant to the Iowa 40-year Marketable Title Act (Iowa Code §§ 614.29 to 614.38). Effective July 1, 2009, any property served by private sewage disposal system (septic system) must have the system inspected by a certified inspector prior to any transfer of ownership of the property by deed or contract, unless exempted by law. Iowa Code §§ 455.172(11).

Please note: No visual inspection of the property has been made. Certain matters are not discernible from the abstract. Your attention is, therefore, called to the fact that you are required to take notice of the following potential encumbrances on the real estate under examination:

### NOTES

1.This opinion does not cover the rights of any parties in possession. It shall be determined by independent means if there are any parties in possession and if they have any rights.

2.This opinion does not cover the rights of undisclosed spouses.

### ZONING/REGULATIONS

3.The boundaries, whether all structures are within those boundaries, and anything that would be revealed by a survey, and similar municipal ordinances.

4.Any facts which would be disclosed by a visual inspection or survey and which would identify physical use, location of easements and improvements on bordering real estate. This opinion does not assure correctness of boundary and lot lines.

5.Unidentified or unreported zoning or other ordinances relative to building, improvements, use or access.

6.Flood Plain regulations, if any.

The abstract does not disclose the existence of hazardous substances, pollutants, contaminants, hazardous waste, underground storage tanks, drainage wells, active or abandoned water wells, and other environmentally regulated activities. You are cautioned that there are environmental and public health regulations, permit injunctive relief and require removal and remedial actions or other "clean up activity." The costs of such "clean up" may become a lien against the real estate under examination, and you may have personal liability even though you may not have disposed of such hazardous substances on the real estate under examination that would subject you to liability for environmental clean-up. You are advised to seek independent professional evaluations of potential environmental exposures.

### REAL ESTATE TAXES/MORTGAGES/FINANCING STATEMENTS/LIENS

7.Real estate taxes and special assessments not yet spread on the county books and charges for municipal services, which are not included in the abstract. It is the client's responsibility to determine if any resolutions of necessity for special assessments have been adopted or charges have been assessed which pertain to the real estate under examination.

8.Real estate taxes for the current year, which will not become a lien until June 30, and the responsibility for payment thereof.

9.Whether the property may be or become subject to additional or corrected assessments for real estate taxes by authority of Section 441.6 through 443.22, The Code.

10.Whether a "due on sale" clause will interfere with your plans, if any, to assume an existing mortgage.

11.Financing Statements filed with the Secretary of State in Des Moines, including those covering crops.

12.Unrecorded purchase money liens.

13.The right to file mechanic's liens against the premises for labor or materials furnished in connection with improvements thereon within 90 days from furnishing of the last item of material or labor. In this regard, you should examine the same and satisfy yourself that no labor or materials have been furnished for improvements within the last 90 days or, if such improvements have been made, that all suppliers of labor or materials have been fully paid.

14.Whether the City claims any unrecorded liens for sidewalk maintenance, weed cutting, building demolition or utilities including storm water drainage.

### MISCELLANEOUS

15. Forged or altered instruments.

16.Whether there have been any bankruptcy filings that may affect the property. No opinion can be given concerning the effect of bankruptcy proceedings on title to the real property.

17.Whether you are entitled to a homestead credit and/or a Veteran's exemption. Persons entitled should file application thereof.

18.Whether it would be appropriate to participate in the Iowa Title Guaranty Program, operated through the Title Guaranty Division of the Iowa Finance Authority, (515) 242-4989.

ADDITIONAL NOTE: The abstract that we have examined in preparing this opinion is a valuable document which is expensive to replace if it is lost. After the abstract is examined, we normally deliver it to the closing agent or the financial institution making the loan. We do not keep clients' abstracts in our office. It is the client's responsibility to be certain that the abstract is returned to them and kept in a safe place at the conclusion of the transaction.

## Woodbury County, IA / Sioux City

### Summary

Parcel ID 884604100004  
 Alternate ID 811966  
 Property 1650 DELAWARE AVE  
 Address LAWTON IA 51030  
 Sec/Twp/Rng 4-88-46  
 Brief AN IRREG TCT BEG 40' E & 406.46' N OF SW CORNER SWNW & PT OF BEG; THEC  
 Tax Description E 363.90 FT THEC N TO N LINE SW NW THEC W TO A PT 40 FT E OF NW C ORNER  
 NW SW THEC S TO PT OF BEG SW NW 4-88-46  
 (Note: Not to be used on legal documents)  
 Deed Book/Page 736-3028 (7/18/2014)  
 Gross Acres 6.70  
 Net Acres 6.70  
 Adjusted CSR Pts 0  
 Zoning AP - AGRICULTURAL PRESERVATION  
 District 0026 FLOYD/LAWTON-BRONSON  
 School District LAWTON BRONSON  
 Neighborhood N/A



### Owner

Deed Holder  
 LEFEBVRE FAMILY TRUST  
 1650 DELAWARE AVE  
 LAWTON IA 51030  
 Contract Holder  
 Mailing Address  
 LEFEBVRE FAMILY TRUST  
 1650 DELAWARE AVE  
 LAWTON IA 51030

### Land

Lot Area 6.70 Acres; 291,852 SF

### Residential Dwellings

Residential Dwelling  
 Occupancy Single-Family / Owner Occupied  
 Style 1 Story Frame  
 Architectural Style N/A  
 Year Built 1994  
 Condition Above Normal  
 Roof Asph / Gable  
 Flooring  
 Foundation TILE  
 Exterior Material Vinyl  
 Interior Material Drwl  
 Brick or Stone Veneer  
 Total Gross Living Area 1,768 SF  
 Main Area Square Feet 1768  
 Attic Type None;  
 Number of Rooms 6 above; 2 below  
 Number of Bedrooms 3 above; 1 below  
 Basement Area Type Full  
 Basement Area 1,768  
 Basement Finished Area 884 - Minimal Finish  
 Plumbing 2 Standard Bath - 3 Ft; 1 Shower Stall Bath - 3; 1 Sink;  
 Appliances 1 Dishwasher;  
 Central Air Yes  
 Heat Yes  
 Fireplaces  
 Porches  
 Decks Wood Deck (320 SF); Concrete Patio (932 SF); Vinyl/CompoDeck (159 SF);  
 Additions  
 Garages 768 SF - Att Frame (Built 1994);

### Agricultural Buildings

Plot#	Type	Description	Width	Length	Year Built	Building Count
0	Steel Utility Building		30	45	1994	1
	Steel Utility Building		30	56	2015	1
	Lean-To		0	0	2015	1

### Yard Extras

#1 - (1) Swimming Pool (Residential) 924 SFWSA, Vinyl, Cover=No, Heat=None, Diving Brd=Average, Built 1998

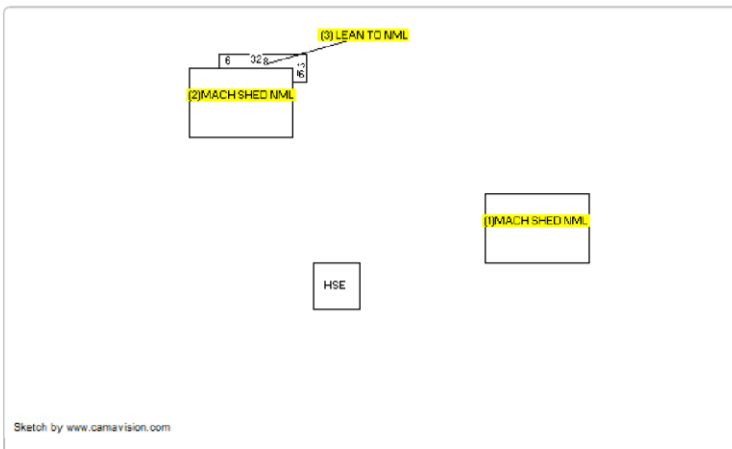
Permit#	Date	Description	Amount
5942	04/03/2015	Utility Shed	12,500

	2025	2024	2023	2022	2021
Classification	Residential	Residential	Residential	Residential	Residential
+ Assessed Land Value	\$73,200	\$49,000	\$49,000	\$49,000	\$49,000
+ Assessed Building Value	\$0	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$449,700	\$424,910	\$424,910	\$319,800	\$319,800
<b>= Gross Assessed Value</b>	<b>\$522,900</b>	<b>\$473,910</b>	<b>\$473,910</b>	<b>\$368,800</b>	<b>\$368,800</b>
- Exempt Value	\$0	\$0	\$0	\$0	\$0
<b>= Net Assessed Value</b>	<b>\$522,900</b>	<b>\$473,910</b>	<b>\$473,910</b>	<b>\$368,800</b>	<b>\$368,800</b>

[Click here to view special assessment information for this parcel.](#)

Apply for Homestead or Military Tax Credit

## A photograph of a single-story brick house with a dark roof and a large tree in the front yard. The house has a two-car garage on the right side. The front yard is covered in grass, and there is a gravel driveway in the foreground.



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Last Data Upload: 8/12/2025, 9:00:29 PM

Developed by  
 **SCHNEIDER**  
ELECTRIC



## ZONING MAP

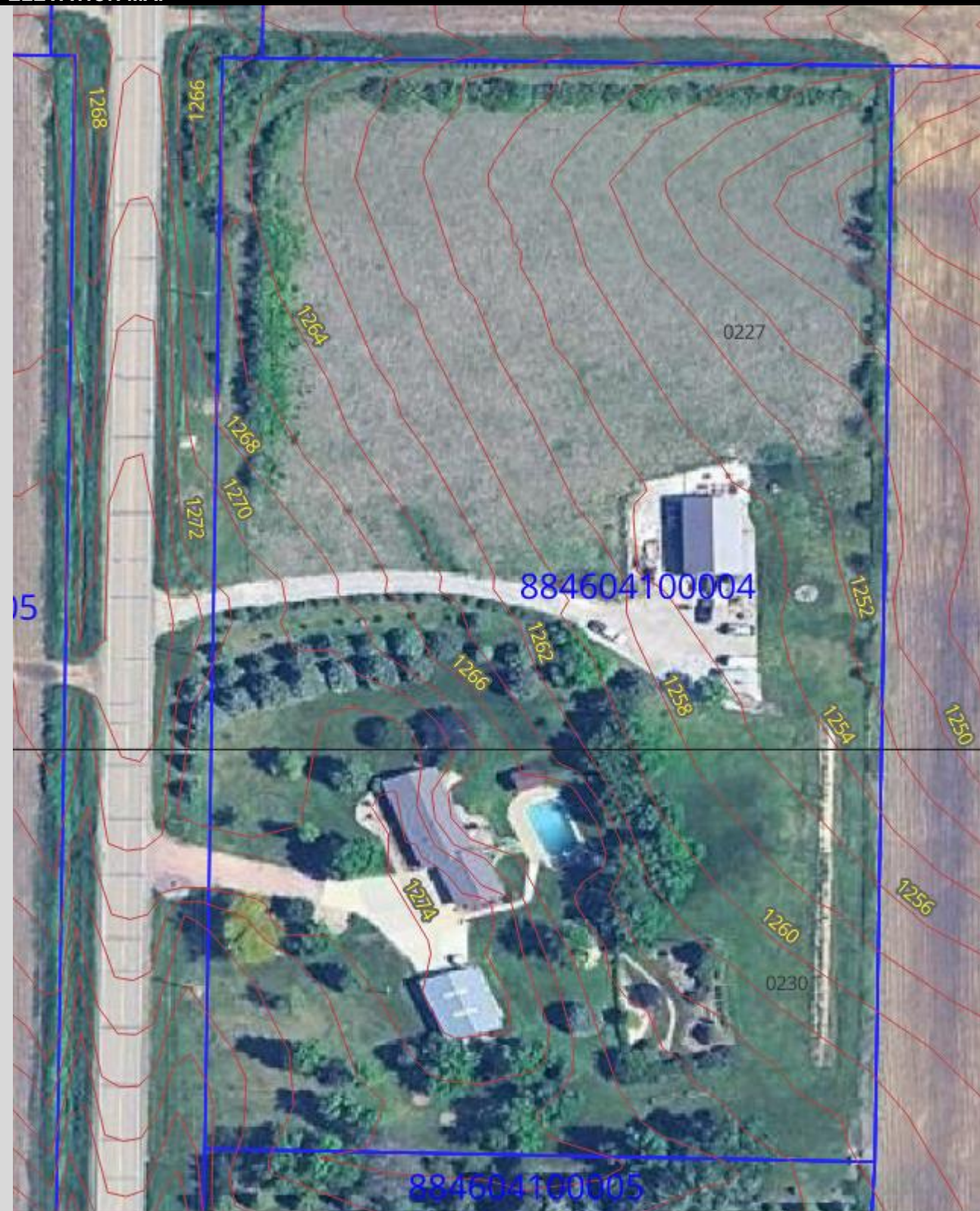


## SPECIAL FLOOD HAZARD AREA (SFHA) MAP

Property not within the floodplain.

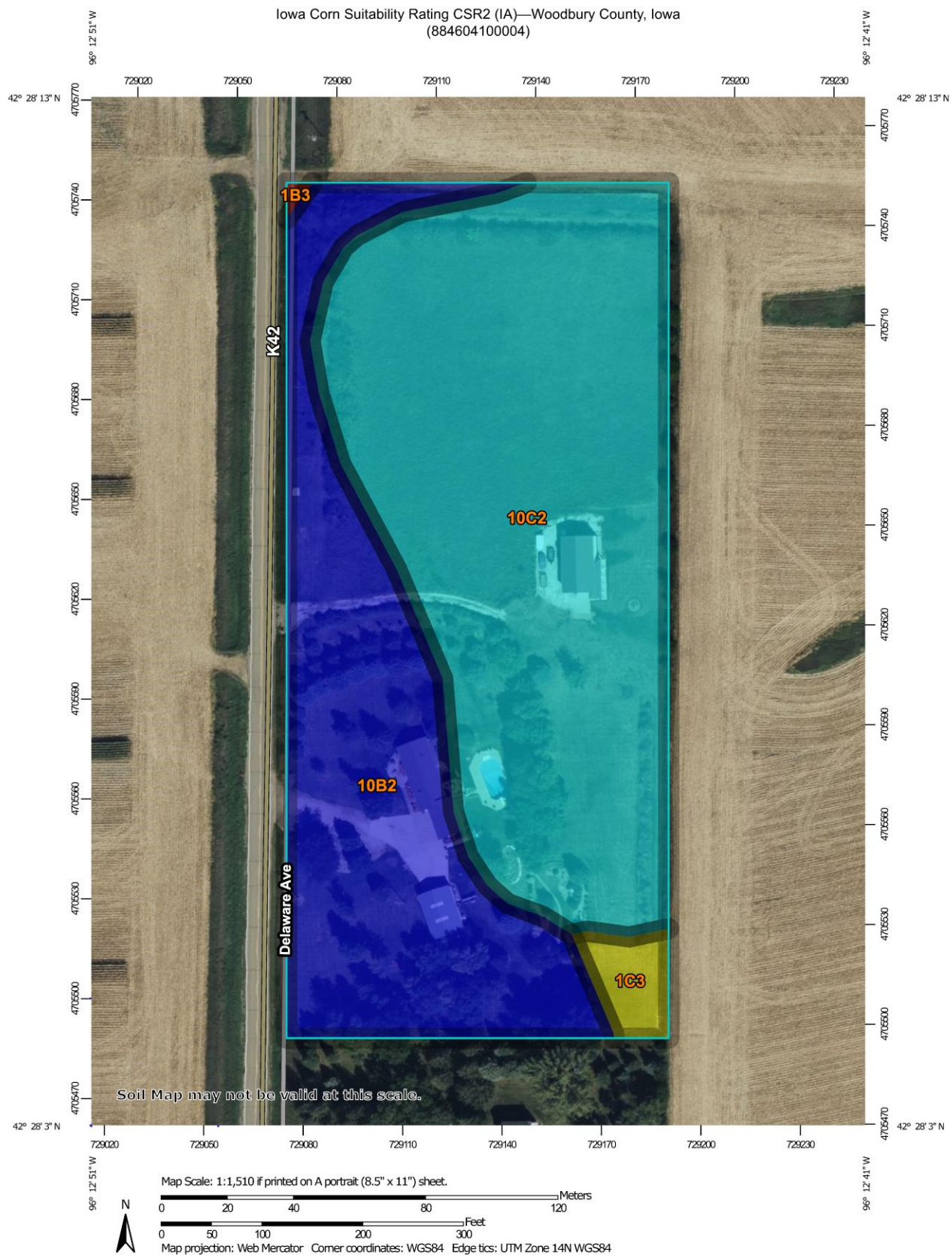


# ELEVATION MAP





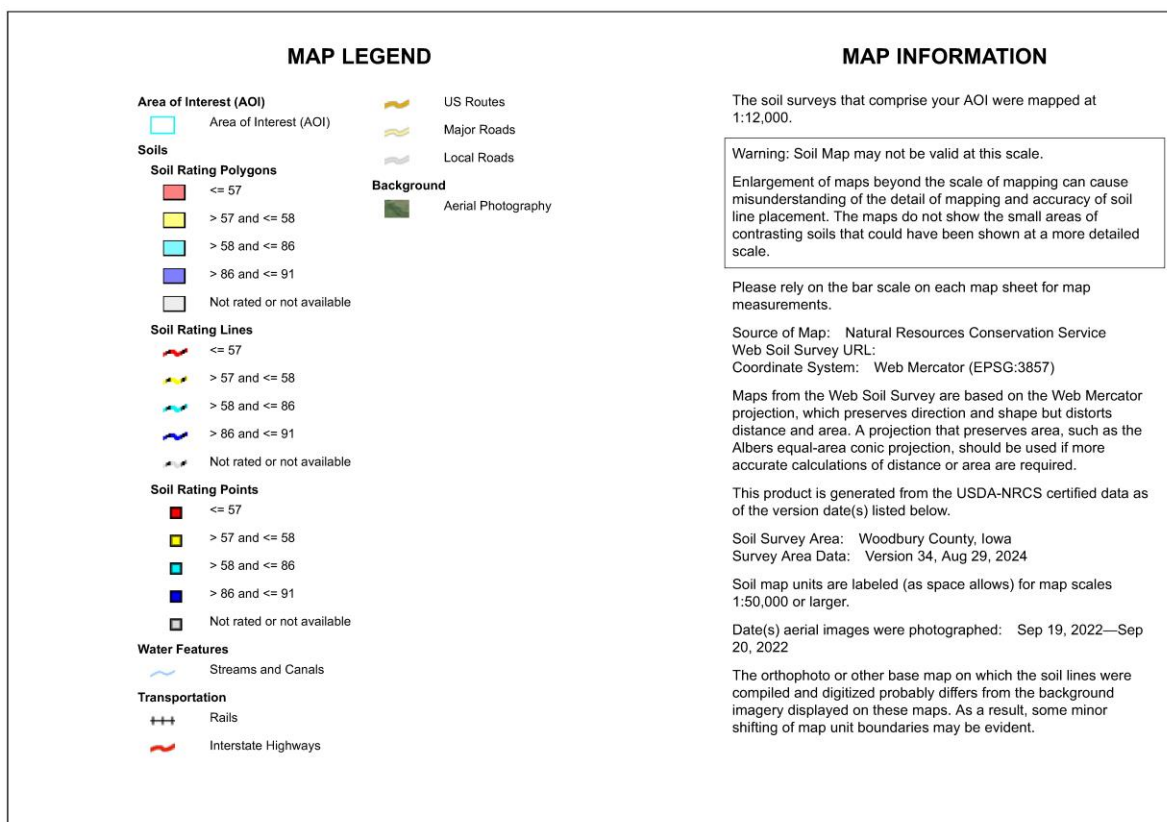
# SOIL REPORT



Natural Resources  
Conservation Service

Web Soil Survey  
National Cooperative Soil Survey

8/13/2025  
Page 1 of 4



## Iowa Corn Suitability Rating CSR2 (IA)

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
1B3	Ida silt loam, 2 to 5 percent slopes, severely eroded	57	0.0	0.1%
1C3	Ida silt loam, 5 to 9 percent slopes, severely eroded	58	0.2	2.4%
10B2	Monona silt loam, 2 to 5 percent slopes, eroded	91	2.6	35.9%
10C2	Monona silt loam, 5 to 9 percent slopes, eroded	86	4.5	61.5%
<b>Totals for Area of Interest</b>			<b>7.3</b>	<b>100.0%</b>

### Description

This attribute is only applicable to soils in the state of Iowa. Corn suitability ratings (CSR2) provide a relative ranking of all soils mapped in the State of Iowa according to their potential for the intensive production of row crops. The CSR2 is an index that can be used to rate the potential yield of one soil against that of another over a period of time. Considered in the ratings are average weather conditions and frequency of use of the soil for row crops. Ratings range from 100 for soils that have no physical limitations, occur on minimal slopes, and can be continuously row cropped to as low as 5 for soils that are severely limited for the production of row crops.

When the soils are rated, the following assumptions are made: a) adequate management, b) natural weather conditions (no irrigation), c) artificial drainage where required, d) no frequent flooding on the lower lying soils, and e) no land leveling or terracing. The weighted CSR2 for a given field can be modified by the occurrence of sandy spots, local deposits, rock and gravel outcrops, field boundaries, and noncrossable drainageways. Even though predicted average yields will change with time, the CSR2 values are expected to remain relatively constant in relation to one another over time.

### Rating Options

*Aggregation Method:* No Aggregation Necessary



Aggregation is the process by which a set of component attribute values is reduced to a single value that represents the map unit as a whole.

A map unit is typically composed of one or more "components". A component is either some type of soil or some nonsoil entity, e.g., rock outcrop. For the attribute being aggregated, the first step of the aggregation process is to derive one attribute value for each of a map unit's components. From this set of component attributes, the next step of the aggregation process derives a single value that represents the map unit as a whole. Once a single value for each map unit is derived, a thematic map for soil map units can be rendered. Aggregation must be done because, on any soil map, map units are delineated but components are not.

For each of a map unit's components, a corresponding percent composition is recorded. A percent composition of 60 indicates that the corresponding component typically makes up approximately 60% of the map unit. Percent composition is a critical factor in some, but not all, aggregation methods.

The majority of soil attributes are associated with a component of a map unit, and such an attribute has to be aggregated to the map unit level before a thematic map can be rendered. Map units, however, also have their own attributes. An attribute of a map unit does not have to be aggregated in order to render a corresponding thematic map. Therefore, the "aggregation method" for any attribute of a map unit is referred to as "No Aggregation Necessary".

*Tie-break Rule:* Higher

The tie-break rule indicates which value should be selected from a set of multiple candidate values, or which value should be selected in the event of a percent composition tie.

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 10/9/25

Weekly Agenda Date: 10/14/25 4:42

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel J. Priestley

### WORDING FOR AGENDA ITEM:

a. Conduct the Second Public Hearing on proposed Zoning Ordinance Text Amendments aimed to establish maximum dimensions for Accessory Dwelling Units (ADUs) and allow them to align with primary dwellings without adhering to Iowa Code 331.301(27)(a)(1) in counties lacking building codes. Additionally, the amendments will include utility-scale solar energy systems in the public notification subsection, correct references for telecommunication towers, and remove colocation requirements to align with state regulations. The road use and repair agreement reference in the solar energy section will also be updated. Other necessary changes will include reclassifying page numbers, sections, and content locations within the zoning ordinance.  
b. Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.  
c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.  
d. Adopt the said Zoning Ordinance Text Amendments.

### ACTION REQUIRED:

Approve Ordinance ☒

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☒

Other: Informational ☐

Attachments ☒

### EXECUTIVE SUMMARY:

The proposed zoning ordinance amendments aim to establish maximum dimensions for Accessory Dwelling Units (ADUs) and allow them to align with primary dwellings without adhering to Iowa Code 331.301(27)(a)(1) in counties lacking building codes. Additionally, the amendments will include utility-scale solar energy systems in the public notification subsection, correct references for telecommunication towers, and remove colocation requirements to align with state regulations. The road use and repair agreement reference in the solar energy section will also be updated. Other necessary changes will include reclassifying page numbers, sections, and content locations within the zoning ordinance.

The proposed amendments are housekeeping efforts to refine the zoning ordinance for better clarity and administrative efficiency. They do not alter the core purposes outlined in the ordinance but ensure the document remains a practical tool for zoning enforcement in Woodbury County's unincorporated areas. Adoption would enhance compliance without imposing new burdens on residents or developers.

Following the public hearing, the Board of Supervisors may:

- (1) Defer consideration of the matter for further study; or
- (2) Reject the proposed amendment; or
- (3) Adopt the ordinance amending the text of this title.

### BACKGROUND:

On September 22, 2025, the Woodbury County Zoning Commission held a public hearing to consider a series of text amendments to the County Zoning Ordinance. These amendments were presented by staff as "housekeeping" measures intended to correct inconsistencies, align the ordinance with state law, enhance clarity, and ensure fair and efficient administration. After review and discussion, the Zoning Commission voted unanimously to recommend approval of all proposed amendments to the Board of Supervisors.

The following is a background explanation of each amendment and the action taken by the Commission.

1. Accessory Dwelling Units (ADUs). Background: The previous ordinance language for Accessory Dwelling Units (ADUs) referenced Iowa Code in a way that created an unintended consequence: it subjected ADUs to state building code requirements, while primary residences in the county are not, as Woodbury County has not adopted county-wide building codes. This created an enforcement disparity. The ordinance also lacked specific maximum dimensions for ADUs, creating ambiguity. Proposed Amendment: The amendment repeals and replaces the existing text to: Establish a maximum size for an ADU at 1,000 square feet or 50% of the size of the primary residence, whichever is larger. Clarify that for zoning purposes, ADUs are not required to comply with state building codes (Iowa Code Chapter 103A), aligning their requirements with those of principal dwellings in the county. Zoning Commission Action: The Commission recommended approval, recognizing the amendment as a necessary correction to ensure ADUs and primary homes are treated consistently and to provide clear, enforceable size limits.
2. Public Notification for Utility-Scale Solar and Telecommunication Towers. Background: The ordinance required an extended public notification radius of one mile for certain large-scale conditional uses, such as airports and telecommunication towers. However, it did not include Utility-Scale Solar Energy Systems (US-SES) in this category. Additionally, the text contained a typographical error, referencing a non-existent subsection for telecommunication towers. Proposed Amendment: The amendment updates the public notification section to: Add Utility-Scale Solar Energy Systems (US-SES) to the list of uses requiring a one-mile notification radius, treating it similarly to other large infrastructure projects. Correct the subsection reference for telecommunication towers from the incorrect "5.06-3" to the correct "5.05". Zoning Commission Action: The Commission recommended approval, viewing the change as a way to increase public transparency for solar projects and to correct a clerical error in the ordinance.
3. Telecommunication Tower Colocation Requirements. Background: The ordinance required applicants for new telecommunication towers to submit an affidavit proving they had made unsuccessful efforts to co-locate their equipment on an existing structure. This requirement is preempted by Iowa Code Chapter 8C, which limits a local government's ability to regulate the placement of such towers. Proposed Amendment: The amendment removes the colocation affidavit requirement from the application process to align the county ordinance with state law. Zoning Commission Action: The Commission recommended approval to ensure the ordinance complies with state regulations and removes an outdated, legally unenforceable requirement for applicants.
4. Road Use and Repair Agreement for Utility-Scale Solar. Background: The section of the ordinance detailing requirements for Utility-Scale Solar Energy Systems contained an incorrect cross-reference. In the subsection regarding pre-construction road surveys, it referred to "Section 6.1" instead of the correct subsection, "Section 5.08.9 A," which pertains to road use agreements. Proposed Amendment: The amendment corrects the incorrect cross-reference, changing "Section 6.1" to "Section 5.08.9 A." Zoning Commission Action: The Commission recommended approval of this change as a straightforward housekeeping measure to ensure the ordinance's internal consistency and accuracy.

Summary of Action. The Zoning Commission found that the four proposed text amendments were non-controversial and necessary for the proper administration of the Zoning Ordinance. During the public hearing, no comments were received from the public. The Commission, therefore, passed a motion (4-0) to recommend that the Board of Supervisors approve the draft amendments as presented.

**FINANCIAL IMPACT:**

0

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☐

**RECOMMENDATION:**

Open and close the public hearing. (Set Time: 4:42 PM)

Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.

Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.

Adopt the said Zoning Ordinance Text Amendments.

If the Board decides not to waive the public hearing and reading, the Third Public Hearing and Third Reading is scheduled for October 21 at 4:42 PM.

**ACTION REQUIRED / PROPOSED MOTION:**

- a. Conduct the Second Public Hearing on proposed Zoning Ordinance Text Amendments aimed to establish maximum dimensions for Accessory Dwelling Units (ADUs) and allow them to align with primary dwellings without adhering to Iowa Code 331.301(27)(a) (1) in counties lacking building codes. Additionally, the amendments will include utility-scale solar energy systems in the public notification subsection, correct references for telecommunication towers, and remove colocation requirements to align with state regulations. The road use and repair agreement reference in the solar energy section will also be updated. Other necessary changes will include reclassifying page numbers, sections, and content locations within the zoning ordinance.
- b. Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.
- c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.
- d. Adopt the said Zoning Ordinance Text Amendments.

**NOTICE REGARDING PUBLIC  
HEARINGS BEFORE THE  
WOODBURY COUNTY BOARD  
OF SUPERVISORS FOR ZONING  
ORDINANCE TEXT AMENDMENTS**

The Woodbury County Board of Supervisors will conduct public hearings and ordinance readings to consider proposed zoning ordinance text amendments, as summarized below, on Tuesday, October 7, 2025, at 4:42 PM, Tuesday, October 14, 2025, at 4:42 PM, and Tuesday, October 21, 2025, at 4:42 PM, or as soon thereafter as the matter may be heard. Pursuant to Iowa Code Section 331.302, the Board may waive the second and third hearings and readings if deemed appropriate.

These hearings and ordinance readings will take place in the Board of Supervisors' meeting room, located in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Interested individuals may attend in person to provide comments.

Copies of the proposed amendments are available for public inspection at the Woodbury County Auditor's Office, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa during normal business hours of Monday through Friday, 8:00 AM to 4:30 PM. If adopted, the ordinance will become effective upon publication of this summary or the complete text of the ordinance following final passage by the Board of Supervisors, unless a subsequent effective date is specified in the ordinance.

Written comments may be submitted by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101, or to Daniel Priestley at [dpriestley@woodburycountyia.gov](mailto:dpriestley@woodburycountyia.gov). For inquiries, contact Daniel Priestley at 712-279-6609.

All individuals wishing to provide input on these matters are encouraged to attend and participate in the scheduled hearing(s).

**SUMMARY OF PROPOSED ZONING ORDINANCE TEXT AMENDMENTS. TITLE: AN ORDINANCE AMENDING THE WOODBURY COUNTY ZONING ORDINANCE TO ESTABLISH MAXIMUM DIMENSIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND PERMIT ADUs THAT DO NOT COMPLY WITH IOWA CODE 331.301(27)(a)(1) TO ALIGN WITH PRIMARY DWELLINGS IN A COUNTY WITHOUT ADOPTED BUILDING CODES; TO ADD UTILITY-SCALE SOLAR ENERGY SYSTEMS TO THE PUBLIC NOTIFICATION SUBSECTION AND CORRECT THE REFERENCED SUBSECTION TO TELECOMMUNICATION TOWERS; TO ALIGN TELECOMMUNICATION TOWER APPLICATIONS WITH STATE CODE BY REMOVING COLOCATION REQUIREMENTS; TO CORRECT THE ROAD USE AND REPAIR AGREEMENT REFERENCE IN THE UTILITY-SCALE SOLAR SECTION; AND OTHER CHANGES AS NECESSARY NOT LIMITED TO THE RECLASSIFICATION OF PAGE NUMBERS, SECTIONS, AND OTHER CONTENT LOCATIONS IN THE ZONING ORDINANCE.** The proposed amendments aim to set size limits for ADUs and align their building requirements with primary dwellings, update public notification references for utility-scale solar energy systems, correct references for telecommunication towers, align tower applications with state regulations by removing colocation mandates, and update the road use and repair agreement reference for utility-scale solar energy systems.

The Woodbury County Board of Supervisors will consider amendments to the zoning ordinance to:

1. Establish maximum dimensions for Accessory Dwelling Units (ADUs) and for the purposes of the subsection in the ordinance, ADUs shall not be required to comply with the building requirements as defined in Iowa Code Chapter 103A.
2. Include utility-scale solar energy systems in the public notification subsection and correct the referenced subsection for telecommunication towers.
3. Align telecommunication tower applications with state code by removing colocation requirements.
4. Correct the road use and repair agreement reference in the utility-scale solar energy systems section.
5. Other changes as necessary not limited to the reclassification of page numbers, sections, and other content locations in the zoning ordinance.

This description is a summary of the proposed ordinance amendments. The full text of the proposed amendments does not impose any new fines, penalties, forfeitures, fees, or taxes beyond those already in the existing zoning ordinance.

COL-IA-502336

**ORDINANCE NO. \_\_\_\_\_**

**WOODBURY COUNTY, IOWA**

**AN ORDINANCE AMENDING THE WOODBURY COUNTY ZONING ORDINANCE TO ESTABLISH MAXIMUM DIMENSIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND EXEMPT THIS ORDINANCE FROM IOWA CODE 331.301(27)(a)(1) SO ADUs BUILDING REQUIREMENTS ALIGN WITH PRIMARY DWELLINGS IN A COUNTY WITHOUT ADOPTED BUILDING CODES; TO ADD UTILITY-SCALE SOLAR ENERGY SYSTEMS TO THE PUBLIC NOTIFICATION SUBSECTION AND CORRECT THE REFERENCED SUBSECTION TO TELECOMMUNICATION TOWERS; TO ALIGN TELECOMMUNICATION TOWER APPLICATIONS WITH STATE CODE BY REMOVING COLOCATION REQUIREMENTS; AND TO CORRECT THE ROAD USE AND REPAIR AGREEMENT REFERENCE IN THE UTILITY-SCALE SOLAR SECTION.**

**NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA THAT THE BELOW ZONING ORDINANCE LANGUAGE AMENDMENTS BE MADE:**

**Amendment 1: To add maximum dimensions for accessory dwelling units and to exempt this ordinance from Iowa Code 331.301(27)(a)(1) to place accessory dwellings in alignment of primary dwellings as a county without adopted building codes.**

**Location:** Page 43, Section 4.04: Lot Requirements

**Action:** Repeal and replace Section 4.04.2 as follows:

**Current Text to Repeal:**

2. Number of Residential Structures. Only one principal residential structure may be constructed, structurally altered, or used for residential purposes on any zoning lot. Additionally, at least one accessory dwelling unit (ADU)—defined as a secondary residential dwelling unit located on the same lot as a single-family residence, either attached to or detached from it—shall be permitted on the same lot as a single-family residence, in accordance with Iowa Code 331.301(27).

**Replacement Text:**

2. Number of Residential Structures. Only one principal residential structure may be constructed, structurally altered, or used for residential purposes on any zoning lot. Additionally, at least one accessory dwelling unit (ADU)—defined as a secondary residential dwelling unit located on the same lot as a single-family residence, either attached to or detached from it—shall be permitted on the same



lot as a single-family residence. An accessory dwelling unit shall not exceed one thousand (1,000) square feet or fifty percent (50%) of the size of the single-family residence, whichever is larger. For the purposes of this ordinance, accessory dwelling units shall be exempt from Iowa Code 331.301(27)(a)(1).

**Amendment 2: Addition of Utility-Scale Solar Energy Systems to the public notification subsection and the correction of the referenced subsection for Telecommunication Towers.**

**Location:** Page 8, Section 2.02.1 B(1)(e)

**Action:** Repeal and replace Section 2.02.1 B(1)(e) as follows:

**Current Text to Repeal:**

(e) For a Board of Adjustment hearing on a conditional use or special exception, notice shall be mailed to all owners of real property located within 500 feet of the subject property, except that in the case of a conditional use to allow an airport, a sanitary landfill, a nuclear energy facility, a nuclear waste storage facility, or construction of a telecommunication tower as provided in subsection 5.06-3, notices shall be mailed to all owners of real property located within one mile of the subject property for an airport, sanitary landfill, telecommunication tower, and within ten miles of the subject property for a nuclear energy facility or nuclear waste storage facility.

**Replacement Text:**

(e) For a Board of Adjustment hearing on a conditional use or special exception, notice shall be mailed to all owners of real property located within five hundred (500) feet of the subject property, except that in the case of a conditional use to allow an airport, a sanitary landfill, a nuclear energy facility, a nuclear waste storage facility, construction of a telecommunication tower as provided in **subsection 5.05, or a Utility-Scale Solar Energy System (US-SES) as provided in subsection 5.08**, notices shall be mailed to all owners of real property located within one (1) mile of the subject property for an airport, sanitary landfill, telecommunication tower, **or Utility-Scale Solar Energy System (US-SES)**, and within ten miles of the subject property for a nuclear energy facility or nuclear waste storage facility.

**Amendment 3: To align telecommunication policy with the requirements of state code as it pertains to removal of colocation requirements.**

**Location:** Page 77, Section 5.05.5 B

**Action:** Repeal Section 5.05.5 B and redesignate subsequent subsections.

**Current Text to Repeal:**

B. An affidavit attesting to the fact that the applicant has made diligent but unsuccessful efforts to obtain permission to install or co-locate the applicant's tele-communications facilities on a tower or useable antenna support; or written

technical evidence from an engineer that the applicant's telecommunications facilities cannot be installed or co-located on another tower or useable antenna support structure.

**Redesignations:**

- Redesignate **Section 5.05.5 C** as **Section 5.05.5 B**
- Redesignate **Section 5.05.5 D** as **Section 5.05.5 C**
- Redesignate **Section 5.05.5 E** as **Section 5.05.5 D**
- Remove **Section 5.05.5 E**

**Amendment 4: Correction of reference to road use and repair agreement in the Utility-Scale Solar section**

**Location:** Page 89, Section 5.08.9 B

**Action:** Repeal and replace Section 5.08.9 B as follows:

**Current Text to Repeal:**

B. Existing Road Conditions. Applicants shall conduct a pre-construction survey, in coordination with the impacted local road authorities to determine existing conditions of roads identified pursuant to Section 6.1. The survey shall include photographs or video and written documentation of the condition of the identified road facilities. The applicant is responsible for on-going road maintenance and dust control measures identified by the County Engineer during all phases of construction.

**Replacement Text:**

B. Existing Road Conditions. Applicants shall conduct a pre-construction survey, in coordination with the impacted local road authorities to determine existing conditions of roads identified pursuant to **Section 5.08.9 A**. The survey shall include photographs or video and written documentation of the condition of the identified road facilities. The applicant is responsible for on-going road maintenance and dust control measures identified by the County Engineer during all phases of construction.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

**DRAFT SUBJECT TO CHANGES THROUGHOUT THE REVIEW PROCESS**

**ORDINANCE NO. \_\_\_\_\_**

**WOODBURY COUNTY, IOWA**

**AN ORDINANCE AMENDING THE WOODBURY COUNTY ZONING ORDINANCE TO ESTABLISH MAXIMUM DIMENSIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND PERMIT ADUs THAT DO NOT COMPLY WITH IOWA CODE 331.301(27)(a)(1) TO ALIGN WITH PRIMARY DWELLINGS IN A COUNTY WITHOUT ADOPTED BUILDING CODES; TO ADD UTILITY-SCALE SOLAR ENERGY SYSTEMS TO THE PUBLIC NOTIFICATION SUBSECTION AND CORRECT THE REFERENCED SUBSECTION TO TELECOMMUNICATION TOWERS; TO ALIGN TELECOMMUNICATION TOWER APPLICATIONS WITH STATE CODE BY REMOVING COLOCATION REQUIREMENTS; AND TO CORRECT THE ROAD USE AND REPAIR AGREEMENT REFERENCE IN THE UTILITY-SCALE SOLAR SECTION.**

**NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA THAT THE BELOW ZONING ORDINANCE LANGUAGE AMENDMENTS BE MADE:**

**Amendment 1: To add maximum dimensions for accessory dwelling units and to exempt this ordinance from Iowa Code 331.301(27)(a)(1) to place accessory dwellings in alignment of primary dwellings as a county without adopted building codes.**

**Location:** Page 43, Section 4.04: Lot Requirements

**Action:** Repeal and replace Section 4.04.2 as follows:

**Current Text to Repeal:**

2. Number of Residential Structures. Only one principal residential structure may be constructed, structurally altered, or used for residential purposes on any zoning lot. Additionally, at least one accessory dwelling unit (ADU)—defined as a secondary residential dwelling unit located on the same lot as a single-family residence, either attached to or detached from it—shall be permitted on the same lot as a single-family residence, in accordance with Iowa Code 331.301(27).

**Replacement Text:**

2. Number of Residential Structures. Only one principal residential structure may be constructed, structurally altered, or used for residential purposes on any zoning lot. Additionally, at least one accessory dwelling unit (ADU)—defined as a secondary residential dwelling unit located on the same lot as a single-family residence, either attached to or detached from it—shall be permitted on the same

lot as a single-family residence. An accessory dwelling unit shall not exceed one thousand (1,000) square feet or fifty percent (50%) of the size of the single-family residence, whichever is larger. For the purposes of this subsection, ADUs shall not be required to comply with the building requirements as defined in Iowa Code Section 103 A.

**Amendment 2: Addition of Utility-Scale Solar Energy Systems to the public notification subsection and the correction of the referenced subsection for Telecommunication Towers.**

**Location:** Page 8, Section 2.02.1 B(1)(e)

**Action:** Repeal and replace Section 2.02.1 B(1)(e) as follows:

**Current Text to Repeal:**

(e) For a Board of Adjustment hearing on a conditional use or special exception, notice shall be mailed to all owners of real property located within 500 feet of the subject property, except that in the case of a conditional use to allow an airport, a sanitary landfill, a nuclear energy facility, a nuclear waste storage facility, or construction of a telecommunication tower as provided in subsection 5.06-3, notices shall be mailed to all owners of real property located within one mile of the subject property for an airport, sanitary landfill, telecommunication tower, and within ten miles of the subject property for a nuclear energy facility or nuclear waste storage facility.

**Replacement Text:**

(e) For a Board of Adjustment hearing on a conditional use or special exception, notice shall be mailed to all owners of real property located within five hundred (500) feet of the subject property, except that in the case of a conditional use to allow an airport, a sanitary landfill, a nuclear energy facility, a nuclear waste storage facility, construction of a telecommunication tower as provided in **subsection 5.05, or a Utility-Scale Solar Energy System (US-SES) as provided in subsection 5.08**, notices shall be mailed to all owners of real property located within one (1) mile of the subject property for an airport, sanitary landfill, telecommunication tower, **or Utility-Scale Solar Energy System (US-SES)**, and within ten miles of the subject property for a nuclear energy facility or nuclear waste storage facility.

**Amendment 3: To align telecommunication policy with the requirements of state code as it pertains to removal of colocation requirements.**

**Location:** Page 77, Section 5.05.5 B

**Action:** Repeal Section 5.05.5 B and redesignate subsequent subsections.

**Current Text to Repeal:**

B. An affidavit attesting to the fact that the applicant has made diligent but unsuccessful efforts to obtain permission to install or co-locate the applicant's tele-communications facilities on a tower or useable antenna support; or written



technical evidence from an engineer that the applicant's telecommunications facilities cannot be installed or co-located on another tower or useable antenna support structure.

**Redesignations:**

- Redesignate **Section 5.05.5 C** as **Section 5.05.5 B**
- Redesignate **Section 5.05.5 D** as **Section 5.05.5 C**
- Redesignate **Section 5.05.5 E** as **Section 5.05.5 D**
- Remove **Section 5.05.5 E**

**Amendment 4: Correction of reference to road use and repair agreement in the Utility-Scale Solar section**

**Location:** Page 89, Section 5.08.9 B

**Action:** Repeal and replace Section 5.08.9 B as follows:

**Current Text to Repeal:**

B. Existing Road Conditions. Applicants shall conduct a pre-construction survey, in coordination with the impacted local road authorities to determine existing conditions of roads identified pursuant to Section 6.1. The survey shall include photographs or video and written documentation of the condition of the identified road facilities. The applicant is responsible for on-going road maintenance and dust control measures identified by the County Engineer during all phases of construction.

**Replacement Text:**

B. Existing Road Conditions. Applicants shall conduct a pre-construction survey, in coordination with the impacted local road authorities to determine existing conditions of roads identified pursuant to **Section 5.08.9 A**. The survey shall include photographs or video and written documentation of the condition of the identified road facilities. The applicant is responsible for on-going road maintenance and dust control measures identified by the County Engineer during all phases of construction.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading\_\_\_\_\_

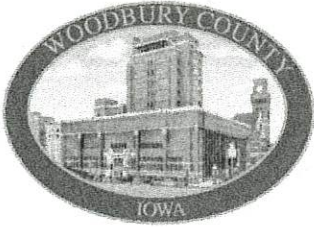
Date of Public Hearing and Second Reading\_\_\_\_\_

Date of Public Hearing and Third Reading\_\_\_\_\_

Date of Adoption\_\_\_\_\_

Published/Effective Date\_\_\_\_\_

**ROUGH DRAFT SUBJECT TO CHANGES THROUGHOUT THE REVIEW PROCESS**



WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on Zoning Ordinance Text Amendments to Establish Maximum Dimensions for Accessory Dwelling Units (ADUs) and align the dwelling requirements with the county's policy of having no building codes, Add Utility-Scale Solar to Public Notification, Correct Telecommunication Tower References, Align Tower Applications with State Code by Removing Colocation Requirements, and Correct Road Use Reference in Utility-Scale Solar Section, and other applicable edits.

Dear Board of Supervisors:

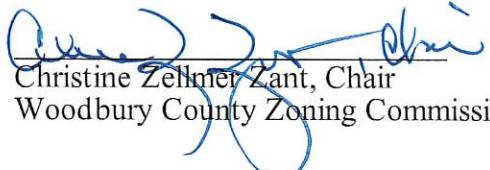
The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider housekeeping text amendments: (1) Establish ADU dimensions (max 1,000 sq ft or 50% of principal dwelling) and align with primary dwellings without building codes (Section 4.04-2); (2) Add utility-scale solar to public notification (Section 2.02-1 B(1)(e)) and correct telecommunication tower reference to Section 5.05; (3) Remove colocation requirements for towers (Sections 5.05-1, 5.05-5 B) to comply with Iowa Code 8C; (4) Correct road use reference in utility-scale solar (Section 5.08-9 B) from 6.1 to 5.08-9 A; plus related edits.

During the hearing, Zoning Coordinator Dan Priestley presented the staff report, describing the amendments as fixes for inconsistencies, including ADU enforcement disparities with state code, solar notification (one-mile radius), tower colocation preemption under Iowa Code 8C, and a solar reference error. Public notice was provided, with no major comments received. No public comments were made, either in person or via phone.

The Zoning Commission voted 4-0 to recommend that the Board of Supervisors approve the proposed text amendments as drafted while keeping in mind that there may be some realignment to sections and page numbers in the ordinance.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

Dated this 24 day of Sept, 2025.

  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

## Woodbury County Zoning Commission Meeting Minutes

**Date:** September 22, 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/](https://www.woodburycountyiowa.gov/committees/zoning_commission/)
- YouTube Direct Link:
  - o <https://www.youtube.com/watch?v=biUhXICz0a4>

### Attendees

- **Commissioners Present:** Chris Zellmer Zant – Chair, Tom Bride, Steve Corey, Jeff Hanson
- **Commissioner(s) Absent:** Corey Meister
- **Staff Present:** Dan Priestley – Zoning Coordinator, Dawn Norton – Senior Clerk, Laura Sievers – County Engineer
- **Public Attendees:** Dan LeFebvre

### Call to Order

The Woodbury County Zoning Commission meeting was called to order by Chair Christine Zellmer Zant at approximately 5:00 PM on September 22, 2025. The Chair noted that the meeting would be audio taped, and minutes prepared for all parties. Attendees were asked to turn off cell phones or set them to vibrate and to complete the attendance sheet. The Chair reviewed the Commission's procedures for the meeting, including handling of agenda items, public hearings, staff reports, applicant presentations, public comments (requiring speakers to state name and address at the microphone, avoid repetitious comments, and remain respectful), closing statements, closing of hearings by motion and vote, deliberation, and disclosure of any ex parte communications prior to deliberation.

### Roll Call

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

### Public Comment on Matters Not on the Agenda

No public comments were received on matters not listed on the agenda, either in person or via phone.

### Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the previous meeting (August 25, 2025). No corrections or additions were noted. Commissioner Steve Corey made a motion to approve the minutes as presented, which was seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

### Public Hearing: Consideration of Proposed LeFebvre Addition Minor Subdivision (Two Lots) Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)

The Chair opened the public hearing on the item.

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. The proposal seeks to divide a 6.75-acre parcel into two lots (Lot 1: 2.00 acres; Lot 2: 4.75 acres) for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City.

**Staff Report:** Dan Priestley presented the staff report, clarifying that this agenda item and the next (rezoning) are associated, with the subdivision enabling a future residence due to limitations on multiple houses in quarter-quarter sections. The proposed subdivision involves a 6.75-acre parcel in Floyd Township, currently zoned Agricultural Preservation (AP). All documentation, including plat closure, was reviewed and found compliant by the County Engineer's office. Staff recommended approval, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to ensure long-term stability regarding maintenance, repair, upkeep, and snow removal.

**Applicant Comments:** Dan LeFebvre from the LeFebvre Family Trust addressed the Commission, stating that the application was straightforward and offering no additional information unless questions arose. The representative was present to participate in the process.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** No further questions, comments, or concerns were raised by the Commissioners.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the LeFebvre Addition minor subdivision proposal to the Board of Supervisors, including the access easement condition as referenced in the staff report. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the minor subdivision to the Board of Supervisors with the specified easement condition.

**Public Hearing: Consideration of Proposed Zoning Ordinance Map Amendment (Rezone)  
Application from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE)  
Zoning District on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed rezoning application submitted by the LeFebvre Family Trust. The proposal seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

**Staff Report:** Dan Priestley presented the staff report, noting that the rezoning is required for the future residence and aligns with the previous subdivision item. The parcel is the same as previously discussed (#884604100004). Staff recommended approval.

**Applicant Comments:** The applicant had left the meeting after the previous item and was not present for additional comments.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** Commissioner Tom Bride addressed a potential concern about AE zoning bordering commercial areas, noting that this aligns with the future land use map, which anticipated such configurations. No other questions, comments, or concerns were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the zoning ordinance map amendment to rezone Parcel #884604100004 from Agricultural Preservation (AP) to Agricultural Estates



(AE) to the Board of Supervisors. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the rezoning to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments for Public Service Garage Conditional Use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance (Page 39). The amendments would change "Public service garage" from prohibited ("P") to conditional use ("C") in the AP and/or AE Zoning Districts, allowing such uses (e.g., for police, fire, emergency, or county engineer facilities) subject to review by the Zoning Commission and approval by the Board of Adjustment.

**Staff Report:** Dan Priestley presented the staff report, explaining that the amendments were directed by the Board of Supervisors to address needs for public facilities in AP and AE areas, which often surround communities. Historical rezoning to Limited Industrial (LI) for existing facilities was noted, but future rezoning could lead to spot zoning issues conflicting with the Comprehensive Plan. Conditional use permits provide better control, allowing site-specific review without permanent district changes. The proposal includes both AP and AE for flexibility, with public notification conducted via newspapers. Staff recommended approval for both districts to maintain oversight and protect neighborhoods.

**Public Comments:** Laura Sievers, Woodbury County Engineer, addressed the Commission, explaining that public service garages (e.g., secondary roads shops) abut commercial and residential properties without complaints in her experience. She noted placements in Lyon County and emphasized the need for locations near communities for efficient services like snow removal, avoiding economic development sites. This amendment would provide legal options for future relocations.

**Commission Discussion:** Commissioners discussed preempting future needs with conditional use availability, preferring it over rezoning to avoid unintended uses if ownership changes. They favored including both AP and AE for flexibility, site-specific review, and resident input via public hearings.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the zoning ordinance text amendment for public service garage as a conditional use in the AP and AE Zoning Districts as presented to the Board of Supervisors. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** Dan Priestley noted that the draft ordinance language in the packet would be forwarded, with potential adjustments for page numbers or corrections.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments to Establish Maximum Dimensions for Accessory Dwelling Units (ADUs) and Permit ADUs That Do Not Comply with Iowa Code 331.301(27)(a)(1) to Align with Primary Dwellings in a County Without Adopted Building Codes; to Add Utility Scale Solar Energy Systems to the Public Notification Subsection and Correct the Referenced Subsection to Telecommunication Towers; to Align Telecommunication Tower Applications with State Code by Removing Colocation Requirements; and to Correct the Road Use and Repair Agreement Reference in the Utility Scale Solar Section**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on housekeeping amendments: (1) Establish ADU dimensions (max 1,000 sq ft or 50% of principal dwelling) and align with primary dwellings without building codes (Section 4.04-2); (2) Add utility-scale solar to public notification (Section 2.02-1 B(1)(e)) and correct telecommunication tower reference to Section 5.05; (3) Remove colocation requirements for towers (Sections 5.05-1, 5.05-5 B) to comply with Iowa Code 8C; (4) Correct road use reference in utility-scale solar (Section 5.08-9 B) from 6.1 to 5.08-9 A; plus related edits for clarity.

**Staff Report:** Dan Priestley presented the staff report, describing the amendments as housekeeping to fix inconsistencies. For ADUs, prior adoption tied to state code created enforcement disparities; new language adds dimensions for consistency without exempting Iowa Code. Solar notification adds one-mile radius, correcting references. Tower colocation removal aligns with Iowa Code 8C preemption. Solar road use reference is a correction. Public notice was provided, with no major comments received.

**Public Comments:** No public comments were made, either in person or via phone.  
**Commission Discussion:** No questions or comments were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Tom Bride seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the draft amendments as presented on pages 55 through 57 of the packet (Amendments 1 through 4), with the understanding that page numbers or minor adjustments may be needed. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** A letter would convey the recommendation to the Supervisors.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Comment on Matters Not on the Agenda**

No additional public comments were received on matters not listed on the agenda, either in person or via phone.

**Staff Update**

Dan Priestley provided the following updates:

- Upcoming Board of Supervisors Hearings: Public hearings on the LeFebvre subdivision/rezoning and text amendments are scheduled for early October (likely October 7, 14, and 21 at 4:30 PM meetings). Supervisors may waive readings based on activity levels.

**Commissioner Comment or Inquiry**

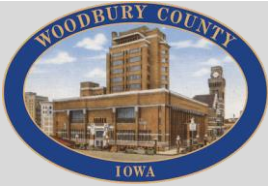
No Commissioners offered additional comments or inquiries.

**Adjournment**

Commissioner Tom Bride moved to adjourn the meeting, seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0) The meeting adjourned at approximately 5:39 PM.

**Appendix**

None



## **WOODBURY COUNTY PLANNING & ZONING**

620 Douglas Street, Sixth Floor, Sioux City, Iowa 51101  
712.279.6609 – 712.279.6530 (Fax)

Daniel J. Priestley, MPA – Zoning Coordinator  
dpriestley@woodburycountyiowa.gov

Dawn Norton – Senior Clerk  
dnorton@woodburycountyiowa.gov

### **Report on Proposed Amendments to the Woodbury County Zoning Ordinance**

The proposed ordinance introduces four targeted changes aimed at clarifying regulations, aligning with state law, and correcting internal inconsistencies. These amendments serve primarily as housekeeping measures to enhance the ordinance's clarity, enforceability, and consistency without introducing substantive policy shifts. They address accessory dwelling units (ADUs), public notification procedures, telecommunication towers, and utility-scale solar energy systems (US-SES). Below is an explanation of the purpose of each amendment, its importance for clarification and housekeeping, and how it aligns with the existing ordinance structure.

#### **Amendment 1: Adding Maximum Dimensions for Accessory Dwelling Units (ADUs) and Permitting Non-Compliance with Iowa Code 331.301(27)(a)(1)**

**Location and Action:** This amendment repeals and replaces Section 4.04.2 on Page 43 (Article 4: General Requirements, under Lot Requirements). The current text references ADUs in accordance with Iowa Code 331.301(27) but lacks size limits. The replacement adds a cap of 1,000 square feet or 50% of the primary residence's size (whichever is larger) and permits ADUs that do not comply with Iowa Code 331.301(27)(a)(1) to align with primary dwellings in a county without adopted building codes. For the purposes of this subsection, ADUs shall not be required to comply with the building requirements as defined in Iowa Code Chapter 103A.

**Purpose:** The addition of size limits ensures ADUs remain secondary and accessory to the primary single-family residence, preventing them from becoming de facto primary dwellings or oversized structures that could alter neighborhood character or strain infrastructure. This aligns with the ordinance's emphasis on appropriate land use and density (e.g., Section 1.02: Purpose, which promotes efficient development patterns and prevents excessive population concentration). Permitting ADUs to align with primary dwellings in a county without adopted building codes ensures consistency, as Woodbury County has not adopted formal building codes. This provision places ADUs on equal footing with primary residences, reflecting the county's rural context.

**Importance for Clarification and Housekeeping:** This change clarifies ambiguous aspects of ADU development, reducing potential disputes or misinterpretations by property owners and zoning officials. As a housekeeping measure, it maintains internal consistency and ensures compliance with state law without overregulating in a county lacking building codes. Without this, enforcement could lead to uneven application, undermining the ordinance's goals of promoting orderly development.

#### **Amendment 2: Adding Utility-Scale Solar Energy Systems (US-SES) to Public Notification and Correcting the Telecommunication Towers Reference**

**Location and Action:** This repeals and replaces Section 2.02.1 B(1)(e) on Page 8 (Article 2: Administration, under Public Hearings and Public Notification). The current text requires mailed notices to property owners within 500 feet for most conditional uses but expands to one mile for specific large-scale uses like airports, landfills, and telecommunication towers (referencing subsection 5.06-3, which is incorrect). The replacement adds US-SES (as regulated in Section 5.08) to the one-mile notification radius and corrects the telecommunication towers reference to subsection 5.05.

**Purpose:** Including US-SES in the notification section mirrors the treatment of similar impactful uses like telecommunication towers. The reference correction fixes a cross-referencing error (the original 5.06-3 does not exist; telecommunication towers are detailed in Section 5.05), preventing confusion in administrative procedures.

**Importance for Clarification and Housekeeping:** Enhanced notification clarifies the process for stakeholders, promoting transparency in Board of Adjustment hearings and aligning with open meetings requirements. As housekeeping, it corrects a typographical error ensuring the ordinance's administrative framework is accurate and functional.

### **Amendment 3: Aligning Telecommunication Tower Applications with State Code by Removing Colocation Requirements**

**Location and Action:** This repeals Section 5.05.5 B on Page 77 (Article 5: Supplemental Requirements, under Telecommunication Towers) and redesignates subsequent subsections (C becomes B, D becomes C, E becomes D, and the original E is removed). The repealed text requires an affidavit of unsuccessful colocation efforts or technical evidence against colocation.

**Purpose:** Iowa state code (e.g., Chapter 335) does not mandate colocation affidavits for tower approvals, focusing instead on safety, height, and compatibility (as reflected in the ordinance's tower regulations in Section 5.05). Removing this requirement aligns local policy with state standards, reducing unnecessary burdens on applicants while maintaining setbacks, height limits, and conditional use processes (Section 2.02.9). This streamlines applications.

**Importance for Clarification and Housekeeping:** The amendment eliminates redundant or non-mandatory language, improving the ordinance's efficiency and consistency with broader regulatory frameworks.

### **Amendment 4: Correcting the Road Use and Repair Agreement Reference in the Utility-Scale Solar Section**

**Location and Action:** This repeals and replaces Section 5.08.9 B on Page 89 (Article 5: Supplemental Requirements, under Utility-Scale Solar Energy Systems). The current text incorrectly references "Section 6.1" for road identification in pre-construction surveys. The replacement corrects it to "Section 5.08.9 A," which properly details road use agreements.

**Purpose:** The correction fixes a cross-referencing error, ensuring applicants reference the correct subsection for identifying roads affected by US-SES construction. This supports the ordinance's emphasis on infrastructure protection (Section 1.02.B, reducing road waste) by requiring accurate pre-construction surveys, ongoing maintenance, and dust control—critical for large projects involving heavy equipment.

**Importance for Clarification and Housekeeping:** TAs a housekeeping measure, it maintains the ordinance's internal integrity, ensuring cross-references in Article 5 are accurate.

### **Public Comments and Overall Considerations**

There have been no major comments of public opposition or support for these amendments, indicating broad acceptance as minor clarifications rather than controversial changes. On September 15, 2025, Casey Meinen of MidAmerican Energy stated: "I have reviewed the follow zoning amendments for MEC electric and we have; No comment." This neutral feedback from a key stakeholder in energy-related projects (e.g., US-SES) underscores the amendments' non-impactful nature.

### **Summary**

These amendments are housekeeping efforts to refine the zoning ordinance for better clarity and administrative efficiency. They do not alter the core purposes outlined in the ordinance but ensure the document remains a practical tool for zoning enforcement in Woodbury County's unincorporated areas. Adoption would enhance compliance without imposing new burdens on residents or developers.

**Sioux City Journal**  
**AFFIDAVIT OF PUBLICATION**

Sioux City Journal  
2802 Castles Gate Drive  
Sioux City 51106  
(712) 293-4250

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Sioux City Journal, printed and published by Journal Communications, in Sioux City in Woodbury County and issued daily and Sunday and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

**PUBLICATION DATES:**

Sep. 11, 2025

**NOTICE ID:** 64HJVw3T77hTCG28Qwec

**PUBLISHER ID:** COL-IA-502253

**NOTICE NAME:** ZC\_9-22-25\_PH

**Publication Fee:** \$142.99

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



**VERIFICATION**

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 09/12/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF PUBLIC HEARINGS  
BEFORE THE WOODBURY  
COUNTY ZONING COMMISSION  
ON SEVERAL ZONING  
ORDINANCE TEXT AMENDMENTS,  
A MAP AMENDMENT (REZONE),  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call 712-454-1331 and enter the Conference ID: 638 085 531\* during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101. Emails should be sent to Daniel Priestley at: [dpriestley@woodburycountyiowa.gov](mailto:dpriestley@woodburycountyiowa.gov). Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.02-4 of the Woodbury County Zoning Ordinance on Page 36. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "-" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column and/or the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM DIMENSIONS, UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 531.36(1)(7)(a) (1) and other applicable Iowa Code sections.

**NOTICE OF PUBLIC HEARINGS BEFORE THE WOODBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: dpriestley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed

amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 331.301(27)(a)(1) and other applicable Iowa Code sections, because Woodbury County has not adopted building codes for primary dwellings and structures—thereby

aligning ADU building-code requirements with those for primary dwellings and structures that do not have adopted county building codes (to be addressed in Section 4.04 2 or another applicable location); add utility-scale solar energy systems, as provided in Section 5.08, to the public-notification subsection in Section 2.02 1 B(1)(e); correct the referenced subsection for telecommunication towers from "as provided in subsection 5.06 3" to "as provided in Section 5.05", align telecommunication-tower requirements with state code by removing colocation references and requirements (Section 5.05 1 and Section 5.05 5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08 9 B) from Section 6.1 to Section 5.08 9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Three (3):  
CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT (REZONE) APPLICATION ON PARCEL #884604100004**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.¼ OF THE N.W.¼ OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.¼ OF THE N.W.¼;

THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.¼ OF THE N.W.¼ FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.¼ OF THE N.W.¼; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

**NOTE:** THE WEST LINE OF SAID S.W.¼ OF THE N.W.¼ IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4):  
CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUB-

DIVISION. To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition. Published in the Sergeant Bluff Advocate weekly newspaper, Thursday, Sept 11, 2025. The SB-Advocate is an Official Woodbury County newspaper. (PN#091125-0013)

The applicant, Angel Sheeley, is looking to make and sell wine slushies at Flippin Vintage on Friday and Saturday.

Motion by Andrea Johnson, seconded by Ron Hanson to Approve Special Liquor License: Slush Up & Drink LLC.

Motion Carried. [Unanimous]  
4. ADJOURNMENT:  
Motion by Kirk Moriarty, seconded by Ron Hanson to Adjourn at 12:05 pm. Motion Carried. [Unanimous]  
Mayor/Mayor Pro-Tem  
Attest:  
Danny Christoffers, City Clerk  
Published in the Sergeant Bluff Advocate weekly newspaper, Thursday, Sept. 11, 2025. The SB-Advocate is the Official Newspaper for the City of Sergeant Bluff and is an Official Woodbury County newspaper. (PN#091125-00212)

**SERGEANT BLUFF, IOWA  
City Council Special  
Meeting Minutes  
Thursday, September 4, 2025  
@ 12pm Council Chambers  
501 4th Street;  
Sergeant Bluff, IA**

1. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER: 12:00 pm

Attendee Name Title Status  
Ryan Panowicz Absent  
Mark Reinders Absent  
Kirk Moriarty Remote  
Andrea Johnson Assistant Mayor Pro Tem Present  
Ron Hanson Mayor Pro Tem Present  
Jon Winkel Mayor Absent

2. APPROVAL OF THE AGENDA:

Motion by Andrea Johnson, seconded by Kirk Moriarty to Approve the Agenda. Motion Carried. [Unanimous]

3. DISCUSSION/ACTION

ITEMS:  
3.a Special Liquor License: Slush Up & Drink LLC

See PUBLIC/LEGAL NOTICES P.13

*Sergeant Bluff Advocate - 9/11/25*





## **WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/9/25

Weekly Agenda Date: 10/14/25 4:45

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Dan Priestley

**WORDING FOR AGENDA ITEM:**

a. Conduct the Second Public Hearing on proposed Zoning Ordinance Text Amendments to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Public service garage" as a conditional use within the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District.  
b. Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.  
c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.  
d. Adopt the said Zoning Ordinance Text Amendments.

**ACTION REQUIRED:**

Approve Ordinance ☒

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☒

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

The Board of Supervisors will hold a public hearing to discuss a proposed Zoning Ordinance Text Amendment to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Public service garage" as a conditional use within the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District. Currently, public service garages are prohibited in the AP and AE districts, which cover most of unincorporated Woodbury County. This restriction necessitates rezoning to Limited Industrial (LI) districts for new facilities, a practice that conflicts with the county's Comprehensive Plan by promoting "spot zoning" and undermining agricultural land preservation. The proposed amendment allows for a public hearing process and case-by-case review for each facility, offering several key advantages: 1) Greater Oversight: Each proposal will be reviewed by the Zoning Commission and Board of Adjustment, ensuring suitability and imposing conditions to mitigate impacts on neighboring properties; 2) Prevention of Unintended Uses: Conditional use permits are specific to "public service garage" operations, maintaining the underlying agricultural zoning if the facility is decommissioned; 3) Public Participation: The process includes public hearings, allowing community input on proposed facilities.

Following the public hearing, the Board of Supervisors may:

- (1) Defer consideration of the matter for further study; or
- (2) Reject the proposed amendment; or
- (3) Adopt the ordinance amending the text of this title.

**BACKGROUND:**

The Woodbury County Zoning Commission has recommended that the Board of Supervisors approve a text amendment to the County Zoning Ordinance that would change "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) and Agricultural Estates (AE) zoning districts. This change is intended to provide a more flexible and appropriate process for locating essential public facilities, such as county maintenance shops, within the rural areas they serve.

Under the current zoning ordinance, public service garages are prohibited in the AP and AE districts, which constitute the vast majority of land in unincorporated Woodbury County. These facilities are critical for housing and maintaining vehicles and equipment for entities like the County Engineer, emergency services, and fire departments.

This prohibition creates significant challenges. To establish a new facility, the county would historically have to rezone a parcel to a district like Limited Industrial (LI). However, creating small pockets of industrial zoning in agricultural areas is considered "spot zoning" and conflicts with the goals of the county's Comprehensive Plan, which aims to preserve agricultural land and concentrate industrial uses in appropriate areas.

As Woodbury County Engineer Laura Sievers, P.E., noted at the September 22, 2025, Zoning Commission meeting, it is vital for these facilities to be located near the communities they serve to ensure efficient operations, particularly for services like snow removal. Forcing these non-taxing public entities to locate on prime economic development or industrial land is not ideal. The current ordinance leaves a limited path for strategically placing new public service facilities where they are most needed.

The proposed text amendment addresses this issue by making "Public service garage" a conditional use in both the AP and AE districts. Rather than rezoning land, this approach allows for a public hearing process and case-by-case review for each proposed facility.

Key advantages of using a conditional use permit include:

-Greater Oversight: The Zoning Commission and Board of Adjustment would review each specific proposal to ensure it is suitable for the location and impose conditions (e.g., setbacks, screening) to mitigate any potential impacts on neighboring properties.

-Prevents Unintended Uses: Unlike rezoning to an industrial district, a conditional use permit is tied specifically to the "public service garage" use. If the facility were ever decommissioned, the land would retain its underlying agricultural zoning, preventing other, potentially incompatible industrial uses from taking its place.

-Public Participation: The process requires public hearings, giving nearby residents the opportunity to provide input on a proposed facility.

Zoning Commission Action on September 22, 2025:

During their public hearing, the Zoning Commission discussed the merits of the amendment. Commissioners expressed a preference for the conditional use process over rezoning, citing the greater control and site-specific review it provides. They agreed that including both AP and AE districts would offer the most flexibility for future needs while ensuring resident input. Following the discussion and public comment from the County Engineer, the Zoning Commission voted unanimously (4-0) to recommend that the Board of Supervisors approve the zoning ordinance text amendment to allow "Public service garage" as a conditional use in the Agricultural Preservation (AP) and Agricultural Estates (AE) Zoning Districts.

**FINANCIAL IMPACT:**

0

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☐

**RECOMMENDATION:**

Open and close the public hearing. (Set Time: 4:45 PM)

Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.

Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.

Adopt the said Zoning Ordinance Text Amendments.

If the Board decides not to waive the public hearing and reading, the Third Public Hearing and Third Reading is scheduled for October 21 at 4:45 PM.

**ACTION REQUIRED / PROPOSED MOTION:**

a. Conduct the Second Public Hearing on proposed Zoning Ordinance Text Amendments to revise the Land Use Summary Table of Allowed Uses (Section 3.03.4), to classify "Public service garage" as a conditional use within the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District.

b. Approve the Second Reading of the said Zoning Ordinance Text Amendments as the Final Reading.

c. Waive the Third Reading and Third Public Hearing of the said Zoning Ordinance Text Amendments.

d. Adopt the said Zoning Ordinance Text Amendments.

**NOTICE REGARDING PUBLIC  
HEARINGS BEFORE THE  
WOODBURY COUNTY BOARD  
OF SUPERVISORS FOR  
ZONING ORDINANCE TEXT  
AMENDMENTS TO DESIGNATE  
PUBLIC SERVICE GARAGE AS  
A CONDITIONAL USE IN THE  
AGRICULTURAL PRESERVATION  
(AP) ZONING DISTRICT AND THE  
AGRICULTURAL ESTATES (AE)  
ZONING DISTRICT**

The Woodbury County Board of Supervisors will conduct public hearings and ordinance readings to consider proposed zoning ordinance text amendments, as described below, on Tuesday, October 7, 2025, at 4:45 PM, Tuesday, October 14, 2025, at 4:45 PM, and Tuesday, October 21, 2025, at 4:45 PM, or as soon thereafter as the matter may be heard. Pursuant to Iowa Code Section 331.302, the Board may waive the second and third hearings and readings if deemed appropriate.

These hearings and ordinance readings will take place in the Board of Supervisors' meeting room, located in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Interested individuals may attend in person to provide comments.

Copies of the proposed amendments are available for public inspection at the Woodbury County Auditor's Office, Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa, during normal business hours of Monday through Friday, 8:00 AM to 4:30 PM. If adopted, the ordinance will become effective upon publication of this summary or the complete text of the ordinance following final passage by the Board of Supervisors, unless a subsequent effective date is specified in the ordinance.

Written comments may be submitted by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101, or to Daniel Priestley at [dpriestley@woodburycountyiowa.gov](mailto:dpriestley@woodburycountyiowa.gov). For inquiries, contact Daniel Priestley at 712-279-6609.

All individuals wishing to provide input on these matters are encouraged to attend and participate in the scheduled hearing(s).

**CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENT FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY OF PROPOSED ZONING ORDINANCE TEXT AMENDMENTS. TITLE: AN ORDINANCE AMENDING THE TEXT OF THE WOODBURY COUNTY ZONING ORDINANCE TO AMEND PORTIONS OF ARTICLE 3, SECTION 3.03.4 ENTITLED: LAND USE SUMMARY TABLE OF ALLOWED USES IN EACH ZONING DISTRICT.**

Amendments to Article 3, Section 3.03.4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

This description is a summary of the proposed ordinance amendments. The full text of the proposed amendments does not impose any new fines, penalties, forfeitures, fees, or taxes beyond those already in the existing zoning ordinance.

*Explanation: This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and the AE Zoning District, subject to review by the Zoning Commission and review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.*

COL-IA-502335

ORDINANCE NO. \_\_\_\_\_

WOODBURY COUNTY, IOWA

**AN ORDINANCE AMENDING THE TEXT OF THE WOODBURY COUNTY ZONING ORDINANCE TO AMEND PORTIONS OF ARTICLE 3, SECTION 3.03-4 ENTITLED: *LAND USE SUMMARY TABLE OF ALLOWED USES IN EACH ZONING DISTRICT.***

NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA THAT THE BELOW ZONING ORDINANCE TEXT AMENDMENTS BE MADE:

**Amendment #1:**

The Woodbury County Zoning Ordinance, Article 3, Section 3.03-4, Land Use Summary Table of Allowed Uses in each Zoning District on Page 39, is hereby amended to revise the classification of "Public service garage" from a prohibited use to a conditional use in the following zoning district(s):

- AP — Agricultural Preservation Zoning District
- AE – Agricultural Estates Zoning District

The Land Use Summary Table of Allowed Uses in each Zoning District (Section 3.03-4) shall be amended to reflect the following:

- In the row for "Public service garage," repeal and replace the designation "--" (Prohibited use) with the designation "C" (Conditional use) in the column for the AP Zoning District.
- In the row for "Public service garage," repeal and replace the designation "--" (Prohibited use) with the designation "C" (Conditional use) in the column for the AE Zoning District.

*Explanation: This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Woodbury County Zoning Ordinance.*

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_



**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE REVIEW PROCESS**

**ORDINANCE NO. \_\_\_\_ (TBD)**

**WOODBURY COUNTY, IOWA**

**AN ORDINANCE AMENDING THE TEXT OF THE WOODBURY COUNTY ZONING ORDINANCE TO AMEND PORTIONS OF ARTICLE 3, SECTION 3.03-4 ENTITLED: *LAND USE SUMMARY TABLE OF ALLOWED USES IN EACH ZONING DISTRICT*.**

NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA THAT THE BELOW ZONING ORDINANCE TEXT AMENDMENTS BE MADE:

**Amendment #1:**

The Woodbury County Zoning Ordinance, Article 3, Section 3.03-4, Land Use Summary Table of Allowed Uses in each Zoning District on Page 39, is hereby amended to revise the classification of "Public service garage" from a prohibited use to a conditional use in the following zoning district(s):

- AP — Agricultural Preservation Zoning District
- AE – Agricultural Estates Zoning District

The Land Use Summary Table of Allowed Uses in each Zoning District (Section 3.03-4) shall be amended to reflect the following:

- In the row for "Public service garage," repeal and replace the designation "--" (Prohibited use) with the designation "C" (Conditional use) in the column for the AP Zoning District.
- In the row for "Public service garage," repeal and replace the designation "--" (Prohibited use) with the designation "C" (Conditional use) in the column for the AE Zoning District.

*Explanation: This amendment would allow “Public service garage” as a Conditional Use in the AP Zoning District and the AE Zoning District, subject to review by the Zoning Commission and review and approval by the Board of Adjustment in accordance with the procedures outlined in the Woodbury County Zoning Ordinance.*

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE REVIEW PROCESS**

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

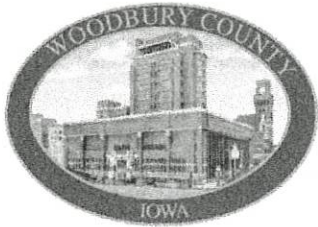
Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE REVIEW PROCESS**



WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on Zoning Ordinance Text Amendments for Public Service  
Garage as a Conditional Use in the Agricultural Preservation (AP) and the  
Agricultural Estates (AE) Zoning Districts

Dear Board of Supervisors:


The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance (Page 39). These amendments would change "Public service garage" from prohibited ("--") to conditional use ("C") in the AP and the AE Zoning Districts, allowing such uses subject to review by the Zoning Commission and approval by the Board of Adjustment.

During the hearing, Zoning Coordinator Dan Priestley presented the staff report, explaining that the amendments address needs for public facilities in AP and AE areas surrounding communities, avoiding spot zoning issues with rezoning to Limited Industrial (LI) that could conflict with the Comprehensive Plan. Including both districts provides flexibility while maintaining site-specific oversight. County Engineer Laura Sievers commented, noting that such garages abut various properties without complaints, emphasizing efficient community service (e.g., snow removal). The Commission discussed preferring conditional uses over rezoning to prevent unintended future uses, favoring inclusion of both AP and AE for flexibility and resident input.

The Zoning Commission voted 4-0 to recommend that the Board of Supervisors approve the proposed text amendments to include public service garages as a conditional use in both the Agricultural Preservation (AP) and the Agricultural Estates (AE) Zoning Districts.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

Dated this 24 day of Sept, 2025.

  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

## Woodbury County Zoning Commission Meeting Minutes

**Date:** September 22, 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/](https://www.woodburycountyiowa.gov/committees/zoning_commission/)
- YouTube Direct Link:
  - o <https://www.youtube.com/watch?v=biUhXICz0a4>

### Attendees

- **Commissioners Present:** Chris Zellmer Zant – Chair, Tom Bride, Steve Corey, Jeff Hanson
- **Commissioner(s) Absent:** Corey Meister
- **Staff Present:** Dan Priestley – Zoning Coordinator, Dawn Norton – Senior Clerk, Laura Sievers – County Engineer
- **Public Attendees:** Dan LeFebvre

### Call to Order

The Woodbury County Zoning Commission meeting was called to order by Chair Christine Zellmer Zant at approximately 5:00 PM on September 22, 2025. The Chair noted that the meeting would be audio taped, and minutes prepared for all parties. Attendees were asked to turn off cell phones or set them to vibrate and to complete the attendance sheet. The Chair reviewed the Commission's procedures for the meeting, including handling of agenda items, public hearings, staff reports, applicant presentations, public comments (requiring speakers to state name and address at the microphone, avoid repetitious comments, and remain respectful), closing statements, closing of hearings by motion and vote, deliberation, and disclosure of any ex parte communications prior to deliberation.

### Roll Call

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

### Public Comment on Matters Not on the Agenda

No public comments were received on matters not listed on the agenda, either in person or via phone.

### Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the previous meeting (August 25, 2025). No corrections or additions were noted. Commissioner Steve Corey made a motion to approve the minutes as presented, which was seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

### Public Hearing: Consideration of Proposed LeFebvre Addition Minor Subdivision (Two Lots) Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)

The Chair opened the public hearing on the item.

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. The proposal seeks to divide a 6.75-acre parcel into two lots (Lot 1: 2.00 acres; Lot 2: 4.75 acres) for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City.

**Staff Report:** Dan Priestley presented the staff report, clarifying that this agenda item and the next (rezoning) are associated, with the subdivision enabling a future residence due to limitations on multiple houses in quarter-quarter sections. The proposed subdivision involves a 6.75-acre parcel in Floyd Township, currently zoned Agricultural Preservation (AP). All documentation, including plat closure, was reviewed and found compliant by the County Engineer's office. Staff recommended approval, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to ensure long-term stability regarding maintenance, repair, upkeep, and snow removal.

**Applicant Comments:** Dan LeFebvre from the LeFebvre Family Trust addressed the Commission, stating that the application was straightforward and offering no additional information unless questions arose. The representative was present to participate in the process.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** No further questions, comments, or concerns were raised by the Commissioners.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the LeFebvre Addition minor subdivision proposal to the Board of Supervisors, including the access easement condition as referenced in the staff report. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the minor subdivision to the Board of Supervisors with the specified easement condition.

**Public Hearing: Consideration of Proposed Zoning Ordinance Map Amendment (Rezone)  
Application from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE)  
Zoning District on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed rezoning application submitted by the LeFebvre Family Trust. The proposal seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

**Staff Report:** Dan Priestley presented the staff report, noting that the rezoning is required for the future residence and aligns with the previous subdivision item. The parcel is the same as previously discussed (#884604100004). Staff recommended approval.

**Applicant Comments:** The applicant had left the meeting after the previous item and was not present for additional comments.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** Commissioner Tom Bride addressed a potential concern about AE zoning bordering commercial areas, noting that this aligns with the future land use map, which anticipated such configurations. No other questions, comments, or concerns were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the zoning ordinance map amendment to rezone Parcel #884604100004 from Agricultural Preservation (AP) to Agricultural Estates



(AE) to the Board of Supervisors. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the rezoning to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments for Public Service Garage Conditional Use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance (Page 39). The amendments would change "Public service garage" from prohibited ("--") to conditional use ("C") in the AP and/or AE Zoning Districts, allowing such uses (e.g., for police, fire, emergency, or county engineer facilities) subject to review by the Zoning Commission and approval by the Board of Adjustment.

**Staff Report:** Dan Priestley presented the staff report, explaining that the amendments were directed by the Board of Supervisors to address needs for public facilities in AP and AE areas, which often surround communities. Historical rezoning to Limited Industrial (LI) for existing facilities was noted, but future rezoning could lead to spot zoning issues conflicting with the Comprehensive Plan. Conditional use permits provide better control, allowing site-specific review without permanent district changes. The proposal includes both AP and AE for flexibility, with public notification conducted via newspapers. Staff recommended approval for both districts to maintain oversight and protect neighborhoods.

**Public Comments:** Laura Sievers, Woodbury County Engineer, addressed the Commission, explaining that public service garages (e.g., secondary roads shops) abut commercial and residential properties without complaints in her experience. She noted placements in Lyon County and emphasized the need for locations near communities for efficient services like snow removal, avoiding economic development sites. This amendment would provide legal options for future relocations.

**Commission Discussion:** Commissioners discussed preempting future needs with conditional use availability, preferring it over rezoning to avoid unintended uses if ownership changes. They favored including both AP and AE for flexibility, site-specific review, and resident input via public hearings.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the zoning ordinance text amendment for public service garage as a conditional use in the AP and AE Zoning Districts as presented to the Board of Supervisors. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** Dan Priestley noted that the draft ordinance language in the packet would be forwarded, with potential adjustments for page numbers or corrections.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments to Establish Maximum Dimensions for Accessory Dwelling Units (ADUs) and Permit ADUs That Do Not Comply with Iowa Code 331.301(27)(a)(1) to Align with Primary Dwellings in a County Without Adopted Building Codes; to Add Utility Scale Solar Energy Systems to the Public Notification Subsection and Correct the Referenced Subsection to Telecommunication Towers; to Align Telecommunication Tower Applications with State Code by Removing Colocation Requirements; and to Correct the Road Use and Repair Agreement Reference in the Utility Scale Solar Section**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on housekeeping amendments: (1) Establish ADU dimensions (max 1,000 sq ft or 50% of principal dwelling) and align with primary dwellings without building codes (Section 4.04-2); (2) Add utility-scale solar to public notification (Section 2.02-1 B(1)(e)) and correct telecommunication tower reference to Section 5.05; (3) Remove colocation requirements for towers (Sections 5.05-1, 5.05-5 B) to comply with Iowa Code 8C; (4) Correct road use reference in utility-scale solar (Section 5.08-9 B) from 6.1 to 5.08-9 A; plus related edits for clarity.

**Staff Report:** Dan Priestley presented the staff report, describing the amendments as housekeeping to fix inconsistencies. For ADUs, prior adoption tied to state code created enforcement disparities; new language adds dimensions for consistency without exempting Iowa Code. Solar notification adds one-mile radius, correcting references. Tower colocation removal aligns with Iowa Code 8C preemption. Solar road use reference is a correction. Public notice was provided, with no major comments received.

**Public Comments:** No public comments were made, either in person or via phone.  
**Commission Discussion:** No questions or comments were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Tom Bride seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the draft amendments as presented on pages 55 through 57 of the packet (Amendments 1 through 4), with the understanding that page numbers or minor adjustments may be needed. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** A letter would convey the recommendation to the Supervisors.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Comment on Matters Not on the Agenda**

No additional public comments were received on matters not listed on the agenda, either in person or via phone.

**Staff Update**

Dan Priestley provided the following updates:

- Upcoming Board of Supervisors Hearings: Public hearings on the LeFebvre subdivision/rezoning and text amendments are scheduled for early October (likely October 7, 14, and 21 at 4:30 PM meetings). Supervisors may waive readings based on activity levels.

**Commissioner Comment or Inquiry**

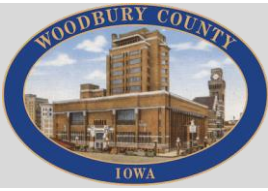
No Commissioners offered additional comments or inquiries.

**Adjournment**

Commissioner Tom Bride moved to adjourn the meeting, seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0) The meeting adjourned at approximately 5:39 PM.

**Appendix**

None



## **WOODBURY COUNTY PLANNING & ZONING**

620 Douglas Street, Sixth Floor, Sioux City, Iowa 51101

712.279.6609 – 712.279.6530 (Fax)

Daniel J. Priestley, MPA – Zoning Coordinator  
dpriestley@woodburycountyiowa.gov

Dawn Norton – Senior Clerk  
dnorton@woodburycountyiowa.gov

### **Report on Woodbury County Zoning Ordinance Amendment(s): Public Service Garages as Conditional Uses in AP and AE Districts**

#### **Overview of the Amendment(s)**

The proposed ordinance amendment to the Woodbury County Zoning Ordinance, targets Article 3, Section 3.03-4, which contains the Land Use Summary Table of Allowed Uses in Each Zoning District. Specifically, it revises the classification of "Public service garage" from a prohibited use (denoted as "--") to a conditional use (denoted as "C") in two zoning districts: the Agricultural Preservation (AP) Zoning District and the Agricultural Estates (AE) Zoning District. This change, outlined in Amendment #1, would permit such garages subject to review and approval by the Board of Adjustment, as detailed in Article 2, Section 2.02-9 of the ordinance. The amendment aligns with the ordinance's administrative procedures for text amendments, which require public hearings, recommendations from the Planning and Zoning Commission, and final approval by the Board of Supervisors.

Under the current ordinance, public service garages are outright prohibited in the AP and AE districts, limiting their establishment to more commercial or industrial zones like General Commercial (GC), Highway Commercial (HC), Limited Industrial (LI), or General Industrial (GI). By shifting to a conditional use, the amendment introduces a case-by-case evaluation process, allowing the Board of Adjustment to impose conditions that mitigate potential impacts on surrounding land uses, such as setbacks, screening, or operational restrictions (per Article 2, Section 2.02-9). This ensures compliance with the ordinance's overarching purpose in Article 1, Section 1.02, which emphasizes promoting public health, safety, and welfare while preserving agricultural land, reducing road congestion, and encouraging efficient development patterns.

#### **Role of Public Service Garages**

Public service garages are facilities primarily used by government or public entities for the storage, maintenance, and repair of vehicles and equipment essential to public infrastructure and services. These might include county road maintenance departments, emergency response fleets (e.g., fire or ambulance vehicles), utility service vehicles, or school district transportation hubs. Such garages support critical functions outlined in the ordinance's purpose, such as securing safety from fire, flood, and other dangers (Article 1, Section 1.02-2-C); facilitating transportation and public requirements (Article 1, Section 1.02-2-E); and securing economy in governmental expenditures (Article 1, Section 1.02-2-F).

In a rural county like Woodbury, where agricultural activities dominate, public service garages play a vital role in maintaining infrastructure that directly benefits farming communities. For instance, they enable timely road repairs to prevent erosion, support emergency access during the seasons, and ensure efficient delivery of services like snow removal or utility maintenance without requiring long-distance travel from urban centers. Prohibiting these uses entirely in agricultural districts could undermine the ordinance's emphasis on fostering agriculture by forcing public entities to locate facilities in distant industrial zones, increasing response times and operational costs.

#### **Importance of Flexibility in Permitting within the AP Zoning District**

The AP Zoning District is designed to preserve prime agricultural land by prioritizing farming and related uses while minimizing non-agricultural development that could lead to fragmentation or loss of productive soil. As the primary zoning district in Woodbury County—covering vast unincorporated areas dominated by cropland, livestock operations, and open spaces—this district reflects the ordinance's core intent to conserve natural resources, protect soil from erosion, and prevent excessive

scattering of population. However, the county's rural character necessitates flexibility for essential public infrastructure, as rigid prohibitions could hinder the very welfare and efficiency the ordinance seeks to promote.

Allowing public service garages as conditional uses in the AP district introduces necessary adaptability without compromising preservation goals. Under the conditional use process (Article 2, Section 2.02-9), proposals must demonstrate minimal impact on neighborhoods to avoid conflicts. A county maintenance garage in an AP area could reduce road waste and congestion by enabling localized equipment storage, rather than relying on centralized facilities that increase traffic on rural roads. Without this flexibility, public entities might face challenges in providing cost-effective services, potentially leading to higher taxes or reduced infrastructure maintenance—contrary to the ordinance's aim of securing economy in governmental expenditures. The conditional approval mechanism ensures that only suitable proposals proceed, with public hearings allowing input from stakeholders to balance agricultural preservation with public needs.

### **Potential Suitability Near the AE Zoning District**

The AE Zoning District (Article 3, Section 3.01-2) serves as a transitional zone between intensive agriculture and low-density residential development, allowing larger estate-style lots for rural living while maintaining an agricultural focus. This district accommodates non-farm residences and limited uses, making it a buffer area where some public infrastructure could integrate without significantly disrupting farming. Extending conditional use status to public service garages in AE districts recognizes that suitable locations may exist near these areas and allow for the public scrutiny of whether a location is appropriate or not. These districts often border AP zones or incorporated areas, creating opportunities for strategic placement that minimizes farmland conversion—e.g., on parcels with marginal soil quality or existing access roads. The conditional use review would evaluate site-specific factors, such as compliance with setback requirements and visual clearance standards to prevent nuisances, and other relevant factors.

### **Public Comment(s)**

As of the printing of this packet, there have been no major public comments of opposition or support regarding these amendment(s). Casey Meinen of MidAmerican Energy stated on September 15, 2025, "I have reviewed the follow zoning amendments for MEC electric, and we have, No comment".

### **Conclusion**

This amendment enhances the Woodbury County Zoning Ordinance by providing balanced flexibility for public service garages in the AP and AE districts, ensuring that essential infrastructure can support agricultural and rural communities without unchecked development. It upholds the ordinance's foundational principles of health, safety, and resource conservation (Article 1, Section 1.02) while adapting to the county's predominantly agricultural landscape. By requiring Zoning Commission and Board of Adjustment oversight, the change promotes thoughtful integration, potentially reducing long-term costs and improving service delivery in unincorporated areas.

**Sioux City Journal**  
**AFFIDAVIT OF PUBLICATION**

Sioux City Journal  
2802 Castles Gate Drive  
Sioux City 51106  
(712) 293-4250

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Sioux City Journal, printed and published by Journal Communications, in Sioux City in Woodbury County and issued daily and Sunday and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

**PUBLICATION DATES:**

Sep. 11, 2025

**NOTICE ID:** 64HJVw3T77hTCG28Qwec

**PUBLISHER ID:** COL-IA-502253

**NOTICE NAME:** ZC\_9-22-25\_PH

**Publication Fee:** \$142.99

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



**VERIFICATION**

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 09/12/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF PUBLIC HEARINGS  
BEFORE THE WOODBURY  
COUNTY ZONING COMMISSION  
ON SEVERAL ZONING  
ORDINANCE TEXT AMENDMENTS,  
A MAP AMENDMENT (REZONE),  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call 712-454-1331 and enter the Conference ID: 638 085 5318 during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101. Emails should be sent to Daniel Priestley at: [dpriestley@woodburycountyiowa.gov](mailto:dpriestley@woodburycountyiowa.gov). Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):**  
**CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.02-4 of the Woodbury County Zoning Ordinance on Page 36. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "-" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column and/or the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):**  
**CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM DIMENSIONS, UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 531.36(1)(7)(a) (1) and other applicable Iowa Code sections.

**NOTICE OF PUBLIC HEARINGS BEFORE THE WOODBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: dpriestley@woodburycountyiowa.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed

amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "--" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM/MAXIMUM DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and exempt the ordinance from Iowa Code 331.301(27)(a)(1) and other applicable Iowa Code sections, because Woodbury County has not adopted building codes for primary dwellings and structures—thereby

aligning ADU building-code requirements with those for primary dwellings and structures that do not have adopted county building codes (to be addressed in Section 4.04 2 or another applicable location); add utility-scale solar energy systems, as provided in Section 5.08, to the public-notification subsection in Section 2.02 1 B(1)(e); correct the referenced subsection for telecommunication towers from "as provided in subsection 5.06 3" to "as provided in Section 5.05", align telecommunication-tower requirements with state code by removing colocation references and requirements (Section 5.05 1 and Section 5.05 5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08 9 B) from Section 6.1 to Section 5.08 9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Three (3):  
CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT (REZONE) APPLICATION ON PARCEL #884604100004**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.¼ OF THE N.W.¼ OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.¼ OF THE N.W.¼;

THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.¼ OF THE N.W.¼ FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.¼ OF THE N.W.¼; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

**NOTE:** THE WEST LINE OF SAID S.W.¼ OF THE N.W.¼ IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4):  
CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUB-

DIVISION. To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition. Published in the Sergeant Bluff Advocate weekly newspaper, Thursday, Sept 11, 2025. The SB-Advocate is an Official Woodbury County newspaper. (PN#091125-0013)

The applicant, Angel Sheeley, is looking to make and sell wine slushies at Flippin Vintage on Friday and Saturday.

Motion by Andrea Johnson, seconded by Ron Hanson to Approve Special Liquor License: Slush Up & Drink LLC.

Motion Carried. [Unanimous]  
4. ADJOURNMENT:  
Motion by Kirk Moriarty, seconded by Ron Hanson to Adjourn at 12:05 pm. Motion Carried. [Unanimous]  
Mayor/Mayor Pro-Tem  
Attest:  
Danny Christoffers, City Clerk  
Published in the Sergeant Bluff Advocate weekly newspaper, Thursday, Sept. 11, 2025. The SB-Advocate is the Official Newspaper for the City of Sergeant Bluff and is an Official Woodbury County newspaper. (PN#091125-00212)

**SERGEANT BLUFF, IOWA  
City Council Special  
Meeting Minutes  
Thursday, September 4, 2025  
@ 12pm Council Chambers  
501 4th Street;  
Sergeant Bluff, IA**

1. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER: 12:00 pm

Attendee Name Title Status  
Ryan Panowicz Absent  
Mark Reinders Absent  
Kirk Moriarty Remote  
Andrea Johnson Assistant Mayor Pro Tem Present  
Ron Hanson Mayor Pro Tem Present  
Jon Winkel Mayor Absent

2. APPROVAL OF THE AGENDA:

Motion by Andrea Johnson, seconded by Kirk Moriarty to Approve the Agenda. Motion Carried. [Unanimous]

3. DISCUSSION/ACTION

ITEMS:  
3.a Special Liquor License: Slush Up & Drink LLC

See PUBLIC/LEGAL NOTICES P.13

*Sergeant Bluff Advocate - 9/11/25*



Public notices may also be found at IowaPublicNotices.com

NOTICE OF PUBLIC HEARINGS BEFORE THE WOODBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.

Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 5374 during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: dpriestley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1): CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS (REZONE) APPLICATION ON PARCEL #84604100004**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

**Item Two (2): CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS (REZONE) APPLICATION ON PARCEL #84604100004**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

**Item Three (3): CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS (REZONE) APPLICATION ON PARCEL #84604100004**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "X" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

**Item Four (4): CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #84604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUBDIVISION: To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County, Iowa, for the purpose of subdividing a portion of the LeFebvre Addition, a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #84604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW 1/4 of the NW 1/4 of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

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## **WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/9/25

Weekly Agenda Date: 10/14/25

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Daniel J. Priestley

**WORDING FOR AGENDA ITEM:**

- a. Motion to receive the final report and the Zoning Commission's recommendation from their 9/22/25 meeting to approve the final plat of LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal.
- b. Motion to accept and approve LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal.

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☒

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

The Board of Supervisors will hold a public hearing to consider a proposed Zoning Ordinance Map Amendment to rezone a 6.75 acre more or less acre portion of the property owned by the LeFebvre Family Trust. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance.

Following the public hearing, the Board may defer consideration of the proposal; or reject the proposal; or proceed to adopt an ordinance approving the amendment to the zoning district map.

A 60% majority of the Board of Supervisors shall be required to adopt the proposed amendment of the zoning district map if the owners of more than 20% of either, (a) the area of the subject property or (b) the area of real property lying within 500 feet of the subject property file a written objection prior to the conclusion of the public hearing.

The Board of Supervisors may impose restrictive conditions upon the approval of an amendment to the zoning district map if, before the conclusion of the public hearing, the owner agrees to the conditions in writing.

**BACKGROUND:**

The LeFebvre Family Trust submitted an application for a minor subdivision and an application for a Zoning Ordinance Map Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance. At the Woodbury County Zoning Commission meeting on September 22, 2025, the Commission held public hearings on both applications. For the LeFebvre Addition minor subdivision, after reviewing the staff report, applicant comments, and receiving no public comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal. For the Zoning Ordinance Map Amendment to rezone the parcel from Agricultural Preservation (AP) to Agricultural Estates (AE), following the staff report and receiving no public or additional applicant comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors.

**PROPERTY DETAILS**

Parcel(s): 884604100004

Township/Range: T88N R46W (Floyd)

Section: 4

Quarter: SW ¼ of the NW ¼

Zoning District: Agricultural Preservation (AP)

Floodplain: Zone X – Not in Floodplain

Property Address: 1650 Delaware Ave., Lawton, IA 51030

**FINANCIAL IMPACT:**

0

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☐

**RECOMMENDATION:**

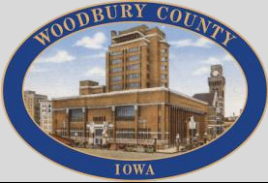
Receive the final report and the Zoning Commission's recommendation from their 9/22/25 meeting to approve the final plat of LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal.

Accept and approve LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal. Authorize the Chairman to sign the resolution.

**ACTION REQUIRED / PROPOSED MOTION:**

a. Motion to receive the final report and the Zoning Commission's recommendation from their 9/22/25 meeting to approve the final plat of LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal.

b. Motion to accept and approve LeFebvre Addition, a minor subdivision to Woodbury County, Iowa with the condition that a recorded ingress/egress easement agreement for the shared driveway be recorded with the final plat to address long-term maintenance, repair, upkeep, and snow removal.



# WOODBURY COUNTY PLANNING & ZONING

620 Douglas Street, Sixth Floor, Sioux City, Iowa 51101  
712.279.6609 – 712.279.6530 (Fax)

Daniel J. Priestley, MPA – Zoning Coordinator  
dpriestley@woodburycountyiowa.gov

Dawn Norton – Senior Clerk  
dnorton@woodburycountyiowa.gov

## REPORT – OCTOBER 1, 2025

### LEFEBVRE ADDITION – MINOR SUBDIVISION PROPOSAL AND ZONING ORDINANCE MAP AMENDMENT PROPOSAL FROM AP TO AE

#### APPLICATION DETAILS

Applicant(s)/Owner(s):	LeFebvre Family Trust
Application Type(s):	Minor Subdivision, Rezone
Name of Subdivision:	LeFebvre Addition
Application Date:	August 12, 2025
Number of Lots:	Two (2)
Total Acres:	6.75
Extraterritorial Review:	August 13, 2025
Legal Notice Date:	September 11, 2025
Neighbor(s) Notice Date:	September 5, 2025
Stakeholder(s) Notice Date:	August 27, 2025
Zoning Commission Public Hearing Date:	September 22, 2025
Board of Supervisors Agenda Date:	To be determined.
Attorney:	Emilee Gehling, 712-226-4600
Surveyor:	Alan Fagan, 712-539-1471

#### PROPERTY DETAILS

Parcel(s):	884604100004
Township/Range:	T88N R46W (Floyd)
Section:	4
Quarter:	SW ¼ of the NW ¼
Zoning District:	Agricultural Preservation (AP)
Floodplain:	Zone X – Not in Floodplain
Property Address:	1650 DELAWARE AVE, LAWTON IA 51030

#### CONTENTS

SUMMARY, AERIAL MAP, PLAT EXCERPT	
APPLICATION	
FINAL PLAT	
REVIEW CRITERIA	
PUBLIC NOTIFICATION, STAKEHOLDER INPUT	
SUPPORTING DOCUMENTATION	

#### DESCRIPTION:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

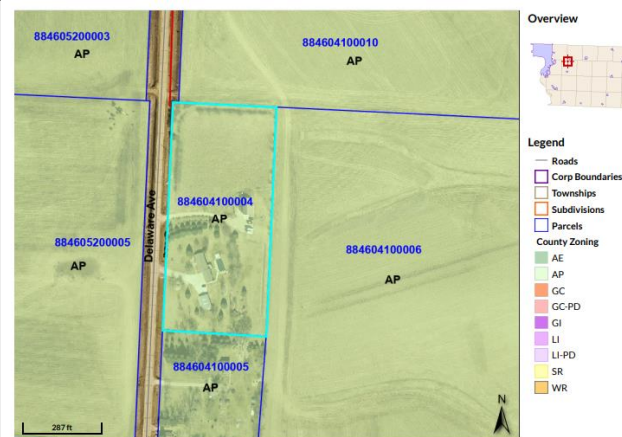
NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

## SUMMARY

The LeFebvre Family Trust submitted an application for a minor subdivision and an application for a Zoning Ordinance Map Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. The rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition, which is required under Section 3.01.1 B of the Woodbury County Zoning Ordinance. At the Woodbury County Zoning Commission meeting on September 22, 2025, the Commission held public hearings on both applications. For the LeFebvre Addition minor subdivision, after reviewing the staff report, applicant comments, and receiving no public comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal. For the Zoning Ordinance Map Amendment to rezone the parcel from Agricultural Preservation (AP) to Agricultural Estates (AE), following the staff report and receiving no public or additional applicant comments, the Commission voted unanimously (4-0) to recommend approval to the Board of Supervisors.

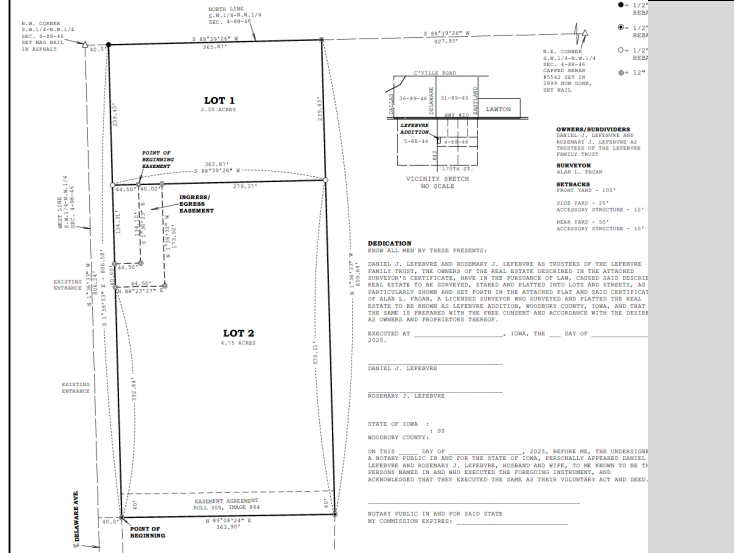
## AERIAL MAP

## PLAT EXCERPT

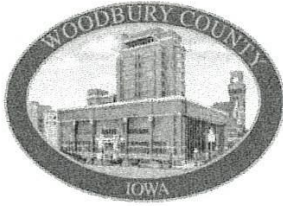


Parcel ID: 884604100004  
Sec/Twp/Rng: 4-88-46  
Property Address: 1650 DELAWARE AVE, LAWTON  
District: 0026  
Brief Tax Description: AN IRREG TCT BEG 40' E & 406'46" N OF SW CORNER SWNW & PT OF BEG; THENCE S 363.90 FT THENCE N TO N LINE SWNW THENCE W TO A PT 40 FT E OF NW CORNER NW SW THENCE S TO PT OF BEG SWNW 4-88-46  
(Note: Not to be used on legal documents)

Alternate ID: 811966  
Class: R  
Acreage: 6.7  
Owner Address: LEFEBVRE FAMILY TRUST  
1650 DELAWARE AVE  
LAWTON, IA 51030







WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on the Proposed Zoning Ordinance Map Amendment (Rezone)  
Application from Agricultural Preservation (AP) to Agricultural Estates (AE) on  
Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)


Dear Board of Supervisors:

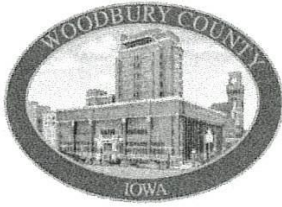
The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider the proposed rezoning application submitted by the LeFebvre Family Trust. This application seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) Zoning District to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

The Zoning Commission recommends with a 4-0 vote that the Board of Supervisors approve the proposed rezoning from the Agricultural Preservation (AP) Zoning District to Agricultural Estates (AE) Zoning District.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

Dated this 24 day of Sept, 2025.

  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission



WOODBURY COUNTY  
ZONING COMMISSION

WOODBURY COUNTY COURTHOUSE  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

**To:** Woodbury County Board of Supervisors  
620 Douglas Street  
Sioux City, Iowa 51101

**From:** Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission

**Subject:** Recommendation on the Proposed LeFebvre Addition Minor Subdivision  
Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA  
51030)


Dear Board of Supervisors:

The Woodbury County Zoning Commission held a public hearing on September 22, 2025, at 5:00 PM in the Board of Supervisors' Meeting Room, Basement, Woodbury County Courthouse, to consider the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. This application seeks to divide a 6.75-acre parcel into two lots: Lot 1 consisting of 2.00 acres and Lot 2 consisting of 4.75 acres, for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City. This item is associated with a concurrent rezoning application to Agricultural Estates (AE) to enable the future residence due to limitations on multiple houses in quarter-quarter sections.

The Zoning Commission recommends with a 4-0 vote that the Board of Supervisors approve the proposed LeFebvre Addition minor subdivision, subject to condition requiring a recorded ingress/egress easement agreement for the shared driveway to address long-term maintenance, repair, upkeep, and snow removal.

Please refer to the draft copy of the Zoning Commission minutes for details about the Commission's recommendation(s).

Dated this 24 day of Sept, 2025.

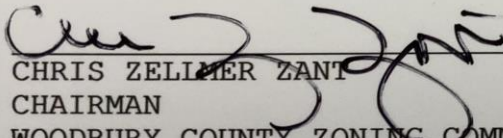
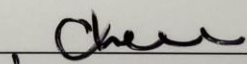
  
Christine Zellmer Zant, Chair  
Woodbury County Zoning Commission



**RESOLUTION AND CERTIFICATE OF THE WOODBURY COUNTY  
ZONING COMMISSION OF WOODBURY COUNTY, IOWA**

I, CHRIS ZELLMER ZANT, DO HEREBY CERTIFY THAT I AM THE CHAIRMAN  
OF THE WOODBURY COUNTY ZONING COMMISSION OF WOODBURY COUNTY,  
IOWA AND DO FURTHER CERTIFY THAT SAID COMMISSION HAS HERETOFORE  
TAKEN UNDER ADVISEMENT THE PLAT OF LEFEBVRE ADDITION, WOODBURY  
COUNTY, IOWA, AND THAT SAID WOODBURY COUNTY ZONING COMMISSION OF  
WOODBURY COUNTY, IOWA DID ON THE 22 DAY OF  
September, 2025 APPROVE THE SAME AND DOES FURTHER  
HEREBY RECOMMEND TO THE WOODBURY COUNTY BOARD OF SUPERVISORS,  
WOODBURY COUNTY, IOWA, THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

DATED THIS 26 DAY OF September, 2025.

  
CHRIS ZELLMER ZANT  
CHAIRMAN  
  
WOODBURY COUNTY ZONING COMMISSION OF  
WOODBURY COUNTY, IOWA

## Woodbury County Zoning Commission Meeting Minutes

**Date:** September 22, 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/](https://www.woodburycountyiowa.gov/committees/zoning_commission/)
- YouTube Direct Link:
  - o <https://www.youtube.com/watch?v=biUhXICz0a4>

### Attendees

- **Commissioners Present:** Chris Zellmer Zant – Chair, Tom Bride, Steve Corey, Jeff Hanson
- **Commissioner(s) Absent:** Corey Meister
- **Staff Present:** Dan Priestley – Zoning Coordinator, Dawn Norton – Senior Clerk, Laura Sievers – County Engineer
- **Public Attendees:** Dan LeFebvre

### Call to Order

The Woodbury County Zoning Commission meeting was called to order by Chair Christine Zellmer Zant at approximately 5:00 PM on September 22, 2025. The Chair noted that the meeting would be audio taped, and minutes prepared for all parties. Attendees were asked to turn off cell phones or set them to vibrate and to complete the attendance sheet. The Chair reviewed the Commission's procedures for the meeting, including handling of agenda items, public hearings, staff reports, applicant presentations, public comments (requiring speakers to state name and address at the microphone, avoid repetitious comments, and remain respectful), closing statements, closing of hearings by motion and vote, deliberation, and disclosure of any ex parte communications prior to deliberation.

### Roll Call

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

### Public Comment on Matters Not on the Agenda

No public comments were received on matters not listed on the agenda, either in person or via phone.

### Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the previous meeting (August 25, 2025). No corrections or additions were noted. Commissioner Steve Corey made a motion to approve the minutes as presented, which was seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

### Public Hearing: Consideration of Proposed LeFebvre Addition Minor Subdivision (Two Lots) Application on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed LeFebvre Addition minor subdivision application submitted by the LeFebvre Family Trust. The proposal seeks to divide a 6.75-acre parcel into two lots (Lot 1: 2.00 acres; Lot 2: 4.75 acres) for the future construction of a residence. The property is located in Section 4, T88N R46W (Floyd Township), in the Agricultural Preservation (AP) Zoning District, at 1650 Delaware Avenue, Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City.

**Staff Report:** Dan Priestley presented the staff report, clarifying that this agenda item and the next (rezoning) are associated, with the subdivision enabling a future residence due to limitations on multiple houses in quarter-quarter sections. The proposed subdivision involves a 6.75-acre parcel in Floyd Township, currently zoned Agricultural Preservation (AP). All documentation, including plat closure, was reviewed and found compliant by the County Engineer's office. Staff recommended approval, with the condition that a separate recorded ingress/egress easement agreement be established for the shared driveway to ensure long-term stability regarding maintenance, repair, upkeep, and snow removal.

**Applicant Comments:** Dan LeFebvre from the LeFebvre Family Trust addressed the Commission, stating that the application was straightforward and offering no additional information unless questions arose. The representative was present to participate in the process.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** No further questions, comments, or concerns were raised by the Commissioners.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the LeFebvre Addition minor subdivision proposal to the Board of Supervisors, including the access easement condition as referenced in the staff report. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the minor subdivision to the Board of Supervisors with the specified easement condition.

**Public Hearing: Consideration of Proposed Zoning Ordinance Map Amendment (Rezone) Application from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District on Parcel #884604100004 (1650 Delaware Avenue, Lawton, IA 51030)**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider a recommendation to the Board of Supervisors on the proposed rezoning application submitted by the LeFebvre Family Trust. The proposal seeks to rezone a 6.75-acre parcel from Agricultural Preservation (AP) to Agricultural Estates (AE) to accommodate a future residence on Lot 1 of the proposed LeFebvre Addition. The property is located at 1650 Delaware Avenue, Lawton, IA 51030, in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township).

**Staff Report:** Dan Priestley presented the staff report, noting that the rezoning is required for the future residence and aligns with the previous subdivision item. The parcel is the same as previously discussed (#884604100004). Staff recommended approval.

**Applicant Comments:** The applicant had left the meeting after the previous item and was not present for additional comments.

**Public Comments:** No public comments were made, either in person or via phone.

**Commission Discussion:** Commissioner Tom Bride addressed a potential concern about AE zoning bordering commercial areas, noting that this aligns with the future land use map, which anticipated such configurations. No other questions, comments, or concerns were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Tom Bride moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the zoning ordinance map amendment to rezone Parcel #884604100004 from Agricultural Preservation (AP) to Agricultural Estates

(AE) to the Board of Supervisors. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Action Taken:** The Commission voted to recommend approval of the rezoning to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments for Public Service Garage Conditional Use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance (Page 39). The amendments would change "Public service garage" from prohibited ("P") to conditional use ("C") in the AP and/or AE Zoning Districts, allowing such uses (e.g., for police, fire, emergency, or county engineer facilities) subject to review by the Zoning Commission and approval by the Board of Adjustment.

**Staff Report:** Dan Priestley presented the staff report, explaining that the amendments were directed by the Board of Supervisors to address needs for public facilities in AP and AE areas, which often surround communities. Historical rezoning to Limited Industrial (LI) for existing facilities was noted, but future rezoning could lead to spot zoning issues conflicting with the Comprehensive Plan. Conditional use permits provide better control, allowing site-specific review without permanent district changes. The proposal includes both AP and AE for flexibility, with public notification conducted via newspapers. Staff recommended approval for both districts to maintain oversight and protect neighborhoods.

**Public Comments:** Laura Sievers, Woodbury County Engineer, addressed the Commission, explaining that public service garages (e.g., secondary roads shops) abut commercial and residential properties without complaints in her experience. She noted placements in Lyon County and emphasized the need for locations near communities for efficient services like snow removal, avoiding economic development sites. This amendment would provide legal options for future relocations.

**Commission Discussion:** Commissioners discussed preempting future needs with conditional use availability, preferring it over rezoning to avoid unintended uses if ownership changes. They favored including both AP and AE for flexibility, site-specific review, and resident input via public hearings.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Jeff Hanson moved to recommend approval of the zoning ordinance text amendment for public service garage as a conditional use in the AP and AE Zoning Districts as presented to the Board of Supervisors. Commissioner Steve Corey seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** Dan Priestley noted that the draft ordinance language in the packet would be forwarded, with potential adjustments for page numbers or corrections.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Hearing: Consideration of Zoning Ordinance Text Amendments to Establish Maximum Dimensions for Accessory Dwelling Units (ADUs) and Permit ADUs That Do Not Comply with Iowa Code 331.301(27)(a)(1) to Align with Primary Dwellings in a County Without Adopted Building Codes; to Add Utility Scale Solar Energy Systems to the Public Notification Subsection and Correct the Referenced Subsection to Telecommunication Towers; to Align Telecommunication Tower Applications with State Code by Removing Colocation Requirements; and to Correct the Road Use and Repair Agreement Reference in the Utility Scale Solar Section**

**The Chair opened the public hearing on the item.**

**Agenda Item:** Public hearing to consider recommendations to the Board of Supervisors on housekeeping amendments: (1) Establish ADU dimensions (max 1,000 sq ft or 50% of principal dwelling) and align with primary dwellings without building codes (Section 4.04-2); (2) Add utility-scale solar to public notification (Section 2.02-1 B(1)(e)) and correct telecommunication tower reference to Section 5.05; (3) Remove colocation requirements for towers (Sections 5.05-1, 5.05-5 B) to comply with Iowa Code 8C; (4) Correct road use reference in utility-scale solar (Section 5.08-9 B) from 6.1 to 5.08-9 A; plus related edits for clarity.

**Staff Report:** Dan Priestley presented the staff report, describing the amendments as housekeeping to fix inconsistencies. For ADUs, prior adoption tied to state code created enforcement disparities; new language adds dimensions for consistency without exempting Iowa Code. Solar notification adds one-mile radius, correcting references. Tower colocation removal aligns with Iowa Code 8C preemption. Solar road use reference is a correction. Public notice was provided, with no major comments received.

**Public Comments:** No public comments were made, either in person or via phone.  
**Commission Discussion:** No questions or comments were raised.

**Motion and Vote to Close Public Hearing:** Commissioner Jeff Hanson moved to close the public hearing. Commissioner Tom Bride seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Motion and Vote:** Commissioner Tom Bride moved to recommend approval of the draft amendments as presented on pages 55 through 57 of the packet (Amendments 1 through 4), with the understanding that page numbers or minor adjustments may be needed. Commissioner Jeff Hanson seconded the motion. The motion passed unanimously with all Commissioners present voting "aye." (4-0)

**Additional Discussion:** A letter would convey the recommendation to the Supervisors.

**Action Taken:** The Commission voted to recommend approval of the text amendments to the Board of Supervisors.

**Public Comment on Matters Not on the Agenda**

No additional public comments were received on matters not listed on the agenda, either in person or via phone.

**Staff Update**

Dan Priestley provided the following updates:

- Upcoming Board of Supervisors Hearings: Public hearings on the LeFebvre subdivision/rezoning and text amendments are scheduled for early October (likely October 7, 14, and 21 at 4:30 PM meetings). Supervisors may waive readings based on activity levels.

**Commissioner Comment or Inquiry**

No Commissioners offered additional comments or inquiries.

**Adjournment**

Commissioner Tom Bride moved to adjourn the meeting, seconded by Commissioner Jeff Hanson. The motion passed unanimously with all Commissioners present voting "aye." (4-0) The meeting adjourned at approximately 5:39 PM.

**Appendix**

None



RECEIVE

WOODBURY COUNTY, IOWA  
MINOR SUBDIVISION APPLICATION

AUG 12 2025

WOODBURY COUNTY  
PLANNING & ZONING

Applicant: LEFEBVRE FAMILY TRUST  
Name of Owner

Mailing Address: 1650 DELAWARE AVE LAWTON, IA 51030  
Street City or Town State and Zip + 4

Property Address: 1650 DELAWARE AVE LAWTON, IA 51030  
Street City or Town State and Zip + 4

Ph/Cell #: 712 281-1122 E-mail Address: rjlefebvre@hotmail.com  
DAN LEFEBVRE

To subdivide land located in the NW Quarter of Section 4

Civil Township FLOYD GIS Parcel # 884604100004

Name of Subdivision: LEFEBVRE ADDITION

Subdivision Area in Acres 6.75 Number of Lots 2

**Attachments:**

1. Eight (8) copies of grading plans; if required. N/A
- ✓ 2. Eight (8) copies of final plats (Complete per Section 4.01 of the Subdivision Ordinance).
- ✓ 3. An attorney's opinion of the abstract.
- ✓ 4. A Certified abstractor's certificate to include:
  - a. Legal description of proposed subdivision.
  - b. Plat showing clearly the boundaries of the subdivision.
  - c. A list of names, mailing addresses (including the ZIP + 4), and legal descriptions of all property owners within 1000'.

Surveyor: ALAN FAGAN Ph/Cell: 712 539-1471

Attorney: EMILEE GEHLING Ph/Cell: 712 226-4600

I hereby grant permission to the Woodbury County Zoning Staff and elected or appointed officials to conduct on-site inspections.

Owner's Signature: 

Zoning Director: 

**For Office Use Only:**

Zoning District AP Flood District X Date \_\_\_\_\_ No. 7104

Application Fee \_\_\_\_\_  
4 Lots or less (\$300\*+ Additional Fees) \$ 300 OK # 136 34 81225  
5 Lots or more (\$300\* plus \$5 per lot + Additional Fees) \_\_\_\_\_

\*Owner(s)/applicant(s) shall pay the additional costs associated with the processing, printing, and the mailing of notifications of the public hearings when the number of mailings required exceeds 30. The owner(s)/applicant(s) shall pay the additional costs of the legal publication notice(s) in newspaper(s) when the fees exceed \$100.00.

DESCRIPTION:

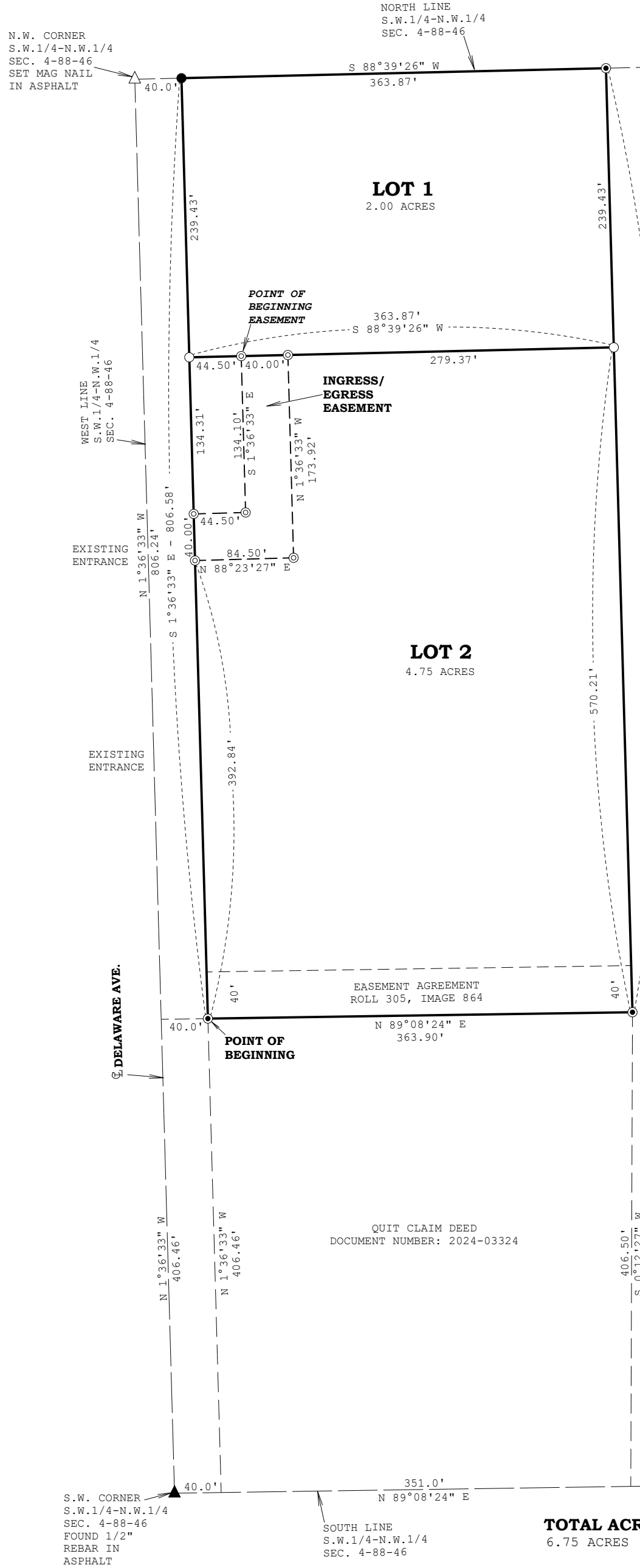
PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

INGRESS/EGRESS EASEMENT DESCRIPTION:

AN INGRESS/EGRESS EASEMENT BEING A PART OF LOT 2, LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE N.W. CORNER OF SAID LOT 2; THENCE N.88°39'26"E. ALONG THE NORTH LINE OF SAID LOT 2 FOR 44.50 FEET TO THE POINT OF BEGINNING OF SAID INGRESS/EGRESS EASEMENT; THENCE S.1°36'33"E. FOR 134.10 FEET; THENCE S.88°23'27"W. FOR 44.50 FEET TO THE WEST LINE OF SAID LOT 2; THENCE S.1°36'33"E. ALONG SAID WEST LINE FOR 40.00 FEET; THENCE N.88°23'27"E. FOR 84.50 FEET; THENCE N.1°36'33"W. FOR 173.92 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 40.00 FEET TO THE POINT OF BEGINNING.

NOTE: THE WEST LINE OF SAID LOT 2 IS ASSUMED TO BEAR S.1°36'33"E.



FINAL PLAT  
LEFEBVRE ADDITION  
WOODBURY COUNTY, IOWA

SURVEYOR'S CERTIFICATE

I, ALAN L. FAGAN, A DULY LICENSED LAND SURVEYOR UNDER THE PROVISIONS OF THE LAWS OF THE STATE OF IOWA, HOLDING CERTIFICATE NO. 15082, DO HEREBY CERTIFY THAT THE SUBDIVISION PLAT OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, IS A TRUE REPRESENTATION OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE SAME IS LOCATED UPON AND COMPRISES THE WHOLE OF THE ATTACHED DESCRIBED PROPERTY.

I DO HEREBY CERTIFY THAT THERE ARE CONTAINED IN SAID DESCRIPTION THE LOTS AND STREETS DESCRIBED IN THE ADDITION PLATTED, THAT THE SAME ARE OF THE DIMENSIONS, NUMBERS, NAMES AND LOCATIONS AS SHOWN ON SAID PLAT AND THAT IRON STAKES WERE DRIVEN AT EACH CORNER OF EVERY LOT AND TRACT EXCEPT AS NOTED ON SAID PLAT.

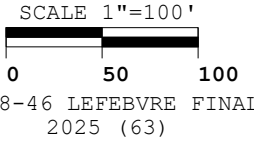
DATED AT SIOUX CITY, IOWA \_\_\_\_\_, 2025.

ALAN L. FAGAN  
IOWA NO. 15082

LICENSE RENEWAL DATE: DECEMBER 31, 2025

MONUMENTS

- = 1/2" YELLOW CAPPED REBAR #8319 FOUND
- ⊙ = 1/2" YELLOW CAPPED REBAR #5542 FOUND
- = 1/2" YELLOW CAPPED REBAR #15082 SET
- ⊗ = 12" SPIKE SET



NOTES

SEE EASEMENT FOR PUBLIC HIGHWAY BOOK 697, PAGE 333.

SEE RIGHT-OF-WAY EASEMENT ROLL 22, IMAGE 549.

SEE EASEMENT AGREEMENT ROLL 305, IMAGE 864.

SEE QUIT CLAIM DEED ROLL 736, IMAGE 3028.

SEE CORNER CERTIFICATE ROLL 342, IMAGE 1298.

SEE PLAT OF SURVEY ROLL 315, IMAGE 1240.

SEE PLAT OF SURVEY ROLL 431, IMAGE 212.

INGRESS/EGRESS EASEMENT TO BE USED FOR ACCESS TO LOT 1.

THERE MAY BE EASEMENTS, RESTRICTIONS AND COVENANTS NOT SHOWN THAT AFFECT LEFEBVRE ADDITION.

AUDITOR'S APPROVAL OF SUBDIVISION NAME OR TITLE

THE COUNTY AUDITOR HEREBY ACCEPTS AND APPROVES THE NAME OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, FOR USE IN WOODBURY COUNTY, IOWA AS REQUIRED BY IOWA CODE SECTION 354.6(2).

DATED \_\_\_\_\_, 2025.

MICHELLE K. SKAFF  
WOODBURY COUNTY AUDITOR  
BY: DIANE SWOBODA PETERSON, DEPUTY

TREASURER'S CERTIFICATE OF TAXES  
AND SPECIAL ASSESSMENTS

I, TINA BERTRAND, TREASURER OF WOODBURY COUNTY, IOWA, DO HEREBY CERTIFY THAT THE LAND DESCRIBED IN THE ATTACHED AND FOREGOING SURVEYOR'S CERTIFICATE IS FREE FROM CERTIFIED TAXES AND CERTIFIED SPECIAL ASSESSMENTS.

DATED \_\_\_\_\_

TINA BERTRAND  
TREASURER  
WOODBURY COUNTY, IOWA

COUNTY ENGINEER'S CERTIFICATE

I, LAURA SIEVERS, P.E. COUNTY ENGINEER FOR WOODBURY COUNTY, IOWA, DO HEREBY CERTIFY THAT THE BOUNDARY LINES OF THE PLAT AND LOTS THEREIN WERE MATHEMATICALLY CHECKED AND CONFORM WITH THE REQUIREMENTS AS PROVIDED FOR IN THE SUBDIVISION ORDINANCE, THAT ALL DIMENSIONS BOTH LINEAL AND ANGULAR NECESSARY FOR THE LOCATION OF LOTS, TRACTS, STREETS, ALLEYS AND EASEMENTS ARE SHOWN.

LAURA SIEVERS, P.E.  
COUNTY ENGINEER  
WOODBURY COUNTY, IOWA

CERTIFICATE OF COUNTY ASSESSOR

I, TYLER MOGENSEN, HEREBY CERTIFY THAT ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_\_\_, A COPY OF THIS PLAT WAS FILED IN THE WOODBURY COUNTY ASSESSOR'S OFFICE.

DATED \_\_\_\_\_

TYLER MOGENSEN  
WOODBURY COUNTY ASSESSOR

BOARD OF SUPERVISORS' RESOLUTION  
RESOLUTION NO. \_\_\_\_\_

RESOLUTION ACCEPTING AND APPROVING LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA.

WHEREAS, THE OWNERS AND PROPRIETORS DID ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, FILE WITH THE WOODBURY COUNTY ZONING COMMISSION A CERTAIN PLAT DESIGNATED AS LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA; AND

WHEREAS, IT APPEARS THAT SAID PLAT CONFORMS WITH ALL OF THE PROVISIONS OF THE CODE OF THE STATE OF IOWA AND ORDINANCES OF WOODBURY COUNTY, IOWA, WITH REFERENCE TO THE FILING OF SAME; AND

WHEREAS, THE ZONING COMMISSION OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT; AND

WHEREAS, THE COUNTY ENGINEER OF WOODBURY COUNTY, IOWA HAS RECOMMENDED THE ACCEPTANCE AND APPROVAL OF SAID PLAT.

NOW THEREFORE, BE, AND IT IS HEREBY RESOLVED BY THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, THAT THE PLAT OF LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA BE, AND THE SAME IS HEREBY ACCEPTED AND APPROVED, AND THE CHAIRMAN AND SECRETARY OF THE WOODBURY COUNTY BOARD OF SUPERVISORS, WOODBURY COUNTY, STATE OF IOWA, ARE HEREBY DIRECTED TO FURNISH TO THE OWNERS AND PROPRIETORS A CERTIFIED COPY OF THIS RESOLUTION AS REQUIRED BY LAW.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

DANIEL A. BITTINGER II  
CHAIRMAN  
BOARD OF SUPERVISORS  
WOODBURY COUNTY, IOWA

ATTEST:  
MICHELLE K. SKAFF  
SECRETARY

July 23, 2025

TITLE OPINION

Dan Lefebvre  
16550 Delaware Ave.  
Lawton, IA 51030

Re: Title Opinion in Support of Plat - 1650 Delaware Ave. Lawton, IA 51030

Dear Mr. Lefebvre,

Pursuant to your request, we have examined the Abstract of Title in one part prepared by Sedgwick Talley Abstract, numbering 1-46; purporting to reflect matters of record pertaining to the following-described property situated in Woodbury County, Iowa:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Which property is to be platted as the Lefebvre Addition, the 20th day of June, 2025 at 5:00 p.m. and certify that, as of the date of the last continuation of the abstract, and a 24-month chain of title is shown and vested of record in:

Daniel L. Lefebvre and Rosemary J. Lefebvre, as Trustees of the Lefebvre Family Trust under agreement dated the 18th day of July 2014,

by virtue of a Quit Claim Deed noted at Entry 42 dated July 18, 2014 and filed July 21, 2014 at Roll 736 Image 3028;

subject to the following restrictions and limitations:

INTEREST IN THE SUBJECT REAL ESTATE

1.PLAT DESCRIPTION. The plat appears to be located within the description of the Abstract.

2.MORTGAGES/FINANCING STATEMENTS/ASSIGNMENT OF RENTS. None shown.

3.REAL ESTATE TAXES. Entry 46 shows Taxes for 2023/24: 1st installment \$2,333.00, paid; 2nd installment \$2,333.00, paid. Parcel No. 8846014100004

4.PERSONAL LIENS. The Abstract reflects that searches for personal liens have been made and all such liens, if any, are reflected herein. No searches have been made against any parties outside the chain of title to the property. No judgments appear against the titleholder as a result of the abstractor searches.

5.MECHANICS LIENS. The Abstract reflects that appropriate searches for mechanic's liens have been made and reports no adverse findings.

6.Please Note: You should take notice that purchase money liens have priority over and are senior to pre-existing judgments against real estate purchasers and any other right, title, or lien arising either directly or indirectly by, through, or under the purchaser. An exception is made in this opinion for unrecorded purchase money liens which are not included in the abstract and, therefore, not identified in this opinion.

LIMITED INTERESTS IN THE SUBJECT REAL ESTATE

7.EASEMENTS. A Right of Way Easement benefitting Northwest Iowa Power Cooperative is described at Entry 4 of the Abstract. Said electric transmission Easement was dated and acknowledged December 29, 1953 and filed October 26, 1973 in Roll 22, Image 549. Entry 23 of the Abstract shows an Easement Agreement recorded April 6, 1994 on Roll 305, Image 864 granting a perpetual easement for ingress and egress over and across the South Forty feet of the real estate.

8.PLATS. Entry 1 of the Abstract shows a Diagram of Section 4-88-46. Entry 25 of the Abstract reveals a Survey recorded September 23, 1994 on Roll 315, Image 1240. Entry 31 of the Abstract shows a Corner Certificate recorded February 12, 1996 on Roll 342, Image 1298.

9.RESOLUTIONS. At Entry 16 is referenced a resolution of controlled access abutting primary highways adopted by the Iowa State Highway Commission pursuant to Chapter 148 of the 56th General Assembly, which was filed July 16, 1956 in Book 833, page 322. Entry 17 of the Abstract describes the adoption of Zoning Regulations dated January 11, 1971 and filed March 5, 1971 at Book 1263, Page 9. For further information and amendments thereto, a complete copy of regulations on file in the office of the County Zoning Administrator's office. The Abstract at Entry 18 reveals a Resolution for the Woodbury County Board of Supervisors, #6332 recorded on May 12, 1977 on Roll 62, Image 2118. For maps of the various Flood Zones and particulars you are directed to consult the Office of the Woodbury County Zoning Administrator. Entry 19 discloses Resolution #6333 recorded May 12, 1977 at Roll 62, Image 2120 containing provisions and regulations regarding Flood zone. Entry 45 of the Abstract shows Zoning Regulations filed August 29, 2008 supported by Resolutions No., 10,455 and 10,456. For complete details, see instruments on file in the County Zoning office.

10.ZONING. The property is subject to the zoning ordinances of Woodbury County, Iowa.

11.COVENANTS. None shown.

12.This title opinion is subject to our standard exceptions attached hereto and by this reference incorporated herein. You should take note of these exceptions.

13.After complying with the above requirements, closing the real estate transaction, and recording the appropriate documents, please have the abstract continued in final form and returned to us for a final examination and title opinion.

SEE ATTACHED CAUTIONS.

Sincerely,

Emilee B. Gehling  
Partner  
ITG #10271  
Gehling Osborn Law Firm, PLC  
600 4th Street, Suite 900  
Sioux City, IA 51101  
(712) 226-4601 (Direct)  
(712) 226-4600 (Main)  
Emilee@golawfirm.com

The Abstract is being held for Daniel Lefebvre.

GEHLING OSBORN LAW FIRM, PLC  
CAUTIONS TO TITLE OPINIONS

This title opinion is limited to an examination of the condition of title to the abstracted real estate covering the period of time up to the most recent certification.

This opinion is provided to the persons or entities identified as the addressees of this opinion, and it is not to be relied upon by any other person or entity.

This opinion is confined to an examination of the abstract only. This opinion is made subject to exceptions reserved by the abstracter in preparing the above reference abstracts.

The abstract may be prepared pursuant to the Iowa 40-Year Marketable Title Act (Iowa Code §§ 614.29 to 614.38). Effective July 1, 2009, any property served by private sewage disposal system (septic system) must have the system inspected by a certified inspector prior to any transfer of ownership of the property by deed or contract, unless exempted by law. Iowa Code § 455.172(11).

Please note: No visual inspection of the property has been made. Certain matters are not discernible from the abstract. Your attention is, therefore, called to the fact that you are required to take notice of the following potential encumbrances on the real estate under examination:

RIGHTS

- 1.This opinion does not cover the rights of any parties in possession. It shall be determined by independent means if there are any parties in possession and if they have any rights.
- 2.This opinion does not cover the rights of undisclosed spouses.

ZONING/REGULATIONS

3.The boundaries, whether all structures are within those boundaries, and anything that would be revealed by a survey, and similar municipal ordinances.

4.Any facts which would be disclosed by a visual inspection or survey and which would identify physical use, location of easements and improvements on bordering real estate. This opinion does not assure correctness of boundary and lot lines.

5.Unidentified or unreported zoning or other ordinances relative to building, improvements, use or access.

6.Flood Plain regulations, if any.

The abstract does not disclose the existence of hazardous substances, pollutants, contaminants, hazardous waste, underground storage tanks, drainage wells, active or abandoned water wells, and other environmentally regulated activities. You are cautioned that federal, state, and local regulations may, in the event that there are environmental and/or public health violations, permit injunctive relief and require removal and remedial actions or other "clean up activity." The costs of such "clean-up" may become a lien against the real estate under examination, and you may have personal liability even though you may not have disposed of such hazardous substances on the real estate under examination that would subject you to liability for environmental clean-up. You are advised to seek independent professional evaluations of potential environmental exposures.

REAL ESTATE TAXES/MORTGAGES/FINANCING STATEMENTS/LIENS

7.Real estate taxes and special assessments not yet spread on the county books and charges for municipal services, which are not included in the abstract, that constitute a lien on the benefited property. It would be advisable to check with the City Clerk, Board of Supervisors, or the County Auditor's office to determine if any resolutions of necessity for special assessments have been adopted or charges have been assessed which pertain to the real estate under examination.

8.Real estate taxes for the current year, which will not become a lien until June 30, and the responsibility for payment thereof.

9.Whether the property may be or become subject to additional or corrected assessments for real estate taxes by authority of Section 443.6 through 443.22, The Code.

10.Whether a "due on sale" clause will interfere with your plans, if any, to assume an existing mortgage.

11.Financing Statements filed with the Secretary of State in Des Moines, including those covering crops.

12.Unrecorded purchase money liens.

13.The right to file mechanic's liens against the premises for labor or materials furnished in connection with improvements thereon within 90 days from furnishing of the last item of material or labor. In this regard, you should examine the same and satisfy yourself that no labor or materials have been furnished for improvements within the last 90 days or, if such improvements have been made, that all suppliers of labor or materials have been fully paid.

14.Whether the City claims any unrecorded liens for sidewalk maintenance, weed cutting, building demolition or utilities including storm water drainage.

MISCELLANEOUS

15. Forged or altered instruments.

16.Whether there have been any bankruptcy filings that may affect the property. No opinion can be given concerning the effect of bankruptcy proceedings on title to the real property.

17.Whether you are entitled to a homestead credit and/or a Veteran's exemption. Persons entitled should file application thereof f.

18.Whether it would be appropriate to participate in the Iowa Title Guaranty Program, operated through the Title Guaranty Division of the Iowa Finance Authority, (515) 242 -4989.

ADDITIONAL NOTE: The abstract that we have examined in preparing this opinion is a valuable document which is expensive to replace if it is lost. After the abstract is examined, we normally deliver it to the closing agent or the financial institution making the loan. We do not keep clients ' abstracts in our office. It is the client 's responsibility to be certain that the abstract is returned to them and kept in a safe place at the conclusion of the transaction.

AL FAGAN  
LAND SURVEYING, P.C.  
P.O. BOX 858  
MERRILL, IA 51038  
712 539-1471

DATE OF SURVEY: MAY 2025

INDEX LEGEND

SURVEYOR: ALAN L. FAGAN 712 539-1471

MAIL TO: AL FAGAN LAND SURVEYING, P.C.  
P.O. BOX 858 - MERRILL, IA 51038

COUNTY: WOODBURY

SECTION(S): 4 T. 88 N., R. 46 W.

ALIQUOT PART: PART OF THE S.W.1/4 OF THE N.W.1/4

CITY:

SUBDIVISION:

BLOCK(S):

LOT(S):

PROPRIETOR(S): DANIEL J. LEFEBVRE & ROSEMARY J. LEFEBVRE  
AS TRUSTEES OF LEFEBVRE FAMILY TRUST

REQUESTED BY: DANIEL J. LEFEBVRE

## **FINAL PLAT**

### **ATTACHMENTS ASSOCIATED WITH THIS FINAL PLAT WILL/MAY ALSO BE RECORDED SEPARATELY**

- DEDICATION, IF APPLICABLE
- TITLE OPINION OR UPDATED TITLE OPINION, IF APPLICABLE
- RESOLUTION FROM THE NEAREST CITY
- AGREEMENT TO IMPOSE COVENANT BASED UPON LINEAL LOT FRONTAGE, IF APPLICABLE
- MORTGAGE RESOLUTION, IF APPLICABLE

## PLANNING AND ZONING STAFF – REVIEW CRITERIA (SUBDIVISION ORDINANCE)

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, Planning and Zoning staff:

	<b>shall review a subdivision application for completeness and for approval of a final plat by ensuring it is submitted in accordance with the standards for a subdivision plat per Iowa Code.</b>
	Staff reviewed the subdivision application, deemed it complete, and verified the final plat's conformance to the County's Zoning Ordinance, Subdivision Ordinance, and the Code of Iowa, all as required by law.
	<b>shall accept payment of applicable fees, and distribute copies of the final plat to the Planning &amp; Zoning Commission, the appropriate county departments and public utilities; and</b>
	Staff received the application fee and the account is paid-in-full. Staff also distributed copies of the application, final plat, and other materials to all relevant stakeholders as required.
	<b>shall coordinate with the County Engineer who shall review the final plat to determine conformance with the engineering design standards of these regulations and to verify accuracy of the legal descriptions and survey data; and</b>
	Staff have received written confirmation that the County Engineer has reviewed and determined that the final plat conforms to the engineering and design standards of these regulations, and he has verified the accuracy of the legal descriptions and survey data.
	<b>shall review the final plat to determine conformance with the design standards of these regulations and with the required form of the plat and related documents; and</b>
	Staff verified that the final plat conforms to the design standards of these regulations, as well as the required form of the final plat. To ensure proper governance of the ingress/egress easement shown on the plat, it is recommended that a separate easement agreement be prepared and executed between the owners of Lot 1 and Lot 2, and recorded concurrently with the plat. This agreement should address items such as general maintenance, repairs, upkeep, snow removal expectations, etc.
	<b>shall assure conformance with the goals and objectives of the County's General Plan, the CED staff may make recommendations for conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties.</b>
	Staff attest to the final plat conforming to the goals and objectives of the county plan. Staff recommends approval of the final plat.

## ZONING COMMISSION – REVIEW CRITERIA (SUBDIVISION ORDINANCE)

The County's Zoning and Subdivision Ordinances require certain actions from County staff and the Planning and Zoning Commission. Per these requirements, the Planning and Zoning Commission:

	<b>shall conduct a public hearing on a final plat for a minor subdivision. Notice of the date, time and location of the hearing will be mailed to the owners of all property within 1,000 feet for the subject property not less than four nor more than twenty days prior to the date of the hearing; and</b>
	Staff have ensured that the legal requirements have been met for publicly noticing this public hearing, all as required by law. Staff have also ensured the notice requirement for adjacent landowners within 1000 FT have also been met.
	<b>shall review the final plat and the staff reports and other information presented to determine whether the plat conforms to the ordinances, general plan and other policies of the county; and</b>
	Staff have compiled, reviewed, and analyzed all relevant materials to determine whether the plat conforms to the ordinances, general plan, and other policies of the County, or not. Staff provided this information in a "Staff Report" format and made them available to the Commission well in advance of the required public hearing. The Commission also held a public hearing to review, analyze, and discuss the final plat and other relevant information.
	<b>may recommend specific conditions for approval including use restrictions required to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the future residents of the subdivision and neighboring properties; and</b>
	To ensure proper governance of the ingress/egress easement shown on the plat, it is recommended that a separate easement agreement be prepared and executed between the owners of Lot 1 and Lot 2, and recorded concurrently with the plat. This agreement should address items such as general maintenance, repairs, upkeep, snow removal expectations, etc.
	<b>shall forward a report of its finding and a recommendation to the Board of Supervisors. The recommendation shall be in the form of a resolution to be certified as part of the final plat materials. A copy of the report and the resolution shall also be forwarded to the property owner, the subdivider and the land surveyor for the subdivision.</b>
	During its required public hearing on the final plat, the Board of Supervisors will receive the final staff report and the Commission's recommendation on said plat and shall approve, approve with conditions, or disapprove the plat. The Supervisors may table the matter with the consent of the subdivider. Approval shall be in the form of a resolution to be certified as part of the final plat. Staff will coordinate with the subdivider and land surveyor to ensure all copies and recordings are submitted and received, all as required by law.

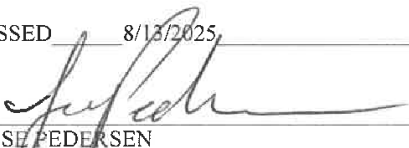
CITY COUNCIL RESOLUTION NO. 2025-12

CITY OF LAWTON, WOODBURY COUNTY, IOWA


RESOLUTION ACCEPTING AND APPROVING THE PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA.

NOW, THEREFORE BE, AND IT IS, RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
LAWTON, WOODBURY COUNTY, IOWA, THAT SAID PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA, AS HERETO ATTACHED AND FORMING PART OF THIS  
RESOLUTION BE, AND THE SAME HEREBY IS, ACCEPTED AND APPROVED. PURSUANT TO  
THE CODE OF ORDINANCES OF THE CITY OF LAWTON, IOWA, § 170.30, THE CITY OF  
LAWTON WAIVES ITS RIGHTS UNDER SAID SECTION.

PASSED 8/13/2025

  
\_\_\_\_\_  
JESSE PEDERSEN  
MAYOR

APPROVED 8/13/2025

  
\_\_\_\_\_  
ATTEST:  
TRICIA JERNBERG  
CITY CLERK

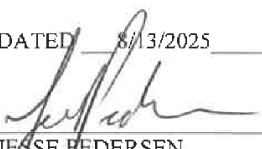
STATE OF IOWA

SS

COUNTY OF WOODBURY

I, TRICIA JERNBERG, CLERK OF THE CITY OF LAWTON, WOODBURY COUNTY, IOWA, DO  
HEREBY CERTIFY THAT THE FOREGOING IS A FULL, TRUE, AND CORRECT COPY OF A  
RESOLUTION ACCEPTING AND APPROVING THE PLAT OF LEFEBVRE ADDITION,  
WOODBURY COUNTY, IOWA, WHICH SAID RESOLUTION WAS ADOPTED BY THE CITY  
COUNCIL OF SAID CITY ON THE 13<sup>th</sup> DAY OF August, 2025 AND  
APPROVED BY THE MAYOR OF SAID CITY ON SAID DATE ALL AS FULL, TRUE AND  
COMPLETE AS THE SAME APPEARS OF RECORD IN THE OFFICE OF SAID CITY CLERK.

DATED 8/13/2025

  
\_\_\_\_\_  
JESSE PEDERSEN  
MAYOR

  
\_\_\_\_\_  
TRICIA JERNBERG  
CITY CLERK

LAWTON RESOLUTION LEFEBVRE





## OFFICE OF PLANNING AND ZONING WOODBURY COUNTY

Zoning Ordinance  
Section 2.02(4)  
Page 1 of 8Rezoning Application &  
Zoning Ordinance Map Amendment *njlefebvre@hotmail.com*

<b>Owner Information:</b>		<b>Applicant Information:</b>	
Owner	<u>LEFEBVRE FAMILY TRUST</u>	Applicant	<u>DAN LEFEBVRE</u>
Address	<u>1650 DELAWARE AVE</u> <u>LAWTON, IA 51030</u>	Address	<u>1650 DELAWARE AVE,</u> <u>LAWTON, IA 51030</u>
Phone	<u>712-281-1122</u>	Phone	<u>712 281-1122</u>
Engineer/Surveyor <u>ALAN FAGAN</u>		Phone <u>712 539-1471</u>	
<b>Property Information:</b>			
Property Address or Address Range <u>1650 DELAWARE AVE</u>			
Quarter/Quarter <u>SW 1/4 - NW 1/4</u> Sec <u>4</u> Twship/Range <u>88-46</u>			
Parcel ID # <u>884604100004</u> or GIS # _____ Total Acres <u>6.75</u>			
Current Use <u>RESIDENTIAL</u>		Proposed Use <u>RESIDENTIAL</u>	
Current Zoning <u>AP</u>		Proposed Zoning <u>AE</u>	
Average Crop Suitability Rating (submit NRCS Statement) <u>(Included in report)</u>			
The filing of this application is required to be accompanied with all items and information required pursuant to section 2.02(4)(C)(2) through (C)(4) of Woodbury County's zoning ordinances (see attached pages of this application for a list of those items and information).			
A formal pre-application meeting is recommended prior to submitting this application.			
Pre-app mtg. date <u>8-12-25</u> Staff present <u>Dan Prestley</u>			
The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Woodbury County, Iowa, assuring that the information provided herein is true and correct. I hereby give my consent for the Woodbury County Planning and Zoning Office and zoning commission members to conduct a site visit and photograph the subject property.			
This Rezoning Application / Zoning Ordinance Map Amendment is subject to and shall be required, as a condition of final approval, to comply with all applicable Woodbury County ordinances, policies, requirements and standards that are in effect at the time of final approval.			
Owner	<u>LEFEBVRE FAMILY TRUST</u>	Applicant	<u>Dan Prestley</u>
Date	<u>8-12-25</u>	Date	<u>AUG 12 2025</u>
Fee: \$400 Case #: <u>7103</u>		<b>RECEIVED</b>	
Check #: _____		<b>AUG 14 2025</b>	
Receipt #: _____		WOODBURY COUNTY PLANNING & ZONING	



**LEGAL DESCRIPTION:**

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**INGRESS/EGRESS EASEMENT DESCRIPTION:**

AN INGRESS/EGRESS EASEMENT BEING A PART OF LOT 2, LEFEBVRE ADDITION, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE N.W. CORNER OF SAID LOT 2; THENCE N.88°39'26"E. ALONG THE NORTH LINE OF SAID LOT 2 FOR 44.50 FEET TO THE POINT OF BEGINNING OF SAID INGRESS/EGRESS EASEMENT; THENCE S.1°36'33"E. FOR 134.10 FEET; THENCE S.88°23'27"W. FOR 44.50 FEET TO THE WEST LINE OF SAID LOT 2; THENCE S.1°36'33"E. ALONG SAID WEST LINE FOR 40.00 FEET; THENCE N.88°23'27"E. FOR 84.50 FEET; THENCE N.1°36'33"W. FOR 173.92 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 40.00 FEET TO THE POINT OF BEGINNING.

NOTE: THE WEST LINE OF SAID LOT 2 IS ASSUMED TO BEAR S.1°36'33"E.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**

**ORDINANCE NO. \_\_\_\_**

**A ZONING DISTRICT DESIGNATION MAPPING AMENDMENT  
TO THE WOODBURY COUNTY, IOWA ZONING ORDINANCE**

**WHEREAS** the Board of Supervisors of Woodbury County, Iowa, adopted a Zoning Ordinance on July 22, 2008, by Resolution No. 10,455 being recorded in the Office of the Woodbury County Recorder, and

**WHEREAS** the Woodbury County Board of Supervisors has received a report in respect to amending the said Ordinance from the Woodbury County Zoning Commission which held a public hearing on the amendment; all as by law provided. Which the amendment is attached hereto marked item One (1), and hereby made a part hereof; and

**WHEREAS** the Woodbury County Board of Supervisors has received said report, studied and considered the same, and has held hearings on said amendment, all as by law provided; and

**WHEREAS** the Woodbury County Board of Supervisors has concluded that the said ordinance shall amend the aforesaid Zoning Ordinance;

**NOW THEREFORE, BE IT RESOLVED** by the Woodbury County Board of Supervisors, duly assembled, that the aforesaid Zoning District is amended as shown on said attached item One (1); and the previous zoning district designation shall be repealed upon the effective date of this amendment.

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.**

**THE WOODBURY COUNTY, IOWA BOARD OF SUPERVISORS**

\_\_\_\_\_  
Daniel Bittinger II, Chairman

\_\_\_\_\_  
Mark Nelson, Vice-Chairman

\_\_\_\_\_  
Kent Carper

Attest:

\_\_\_\_\_  
David Dietrich

\_\_\_\_\_  
Michelle K. Skaff, Woodbury County Auditor

\_\_\_\_\_  
Matthew Ung

Adoption Timeline:

Date of Public Hearing and First Reading \_\_\_\_\_

Date of Public Hearing and Second Reading \_\_\_\_\_

Date of Public Hearing and Third Reading \_\_\_\_\_

Date of Adoption \_\_\_\_\_

Published/Effective Date \_\_\_\_\_

## ITEM ONE (1)

Property Owner(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

Pursuant to Section 2.02:4 of the Woodbury County Zoning Ordinance, and in accordance with Section 335 of the Code of Iowa, the Woodbury County Zoning Commission held a public hearing on **September 22, 2025**, to review and make a recommendation for amendments to the Woodbury County Zoning Ordinance and Mapping for the unincorporated area of Woodbury County, Iowa as follows:

Amendment to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

**DRAFT – SUBJECT TO CHANGES THROUGHOUT THE  
PUBLIC HEARINGS AND READINGS PROCESS**

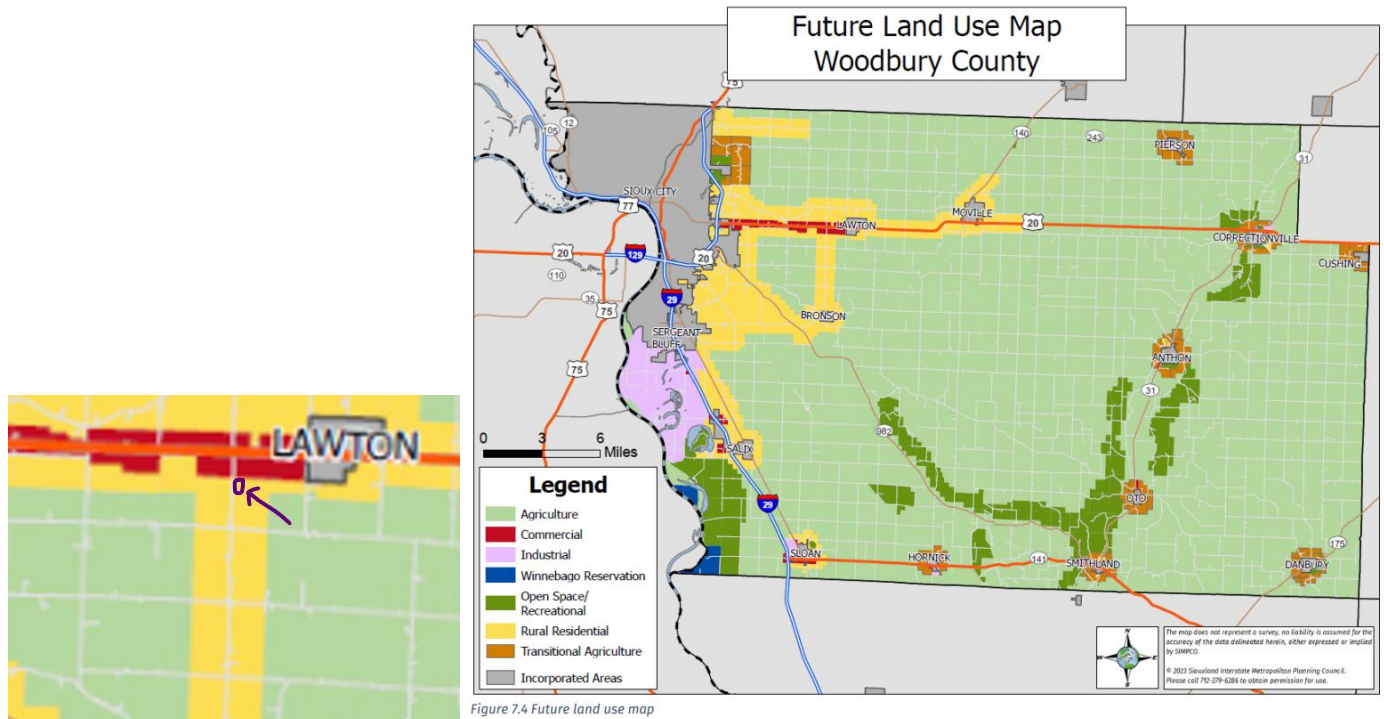
## EVALUATION CRITERIA

The Zoning Commission shall base their recommendations and the Board of Supervisors shall base their decision on any requested amendment of the zoning district map on the following criteria:

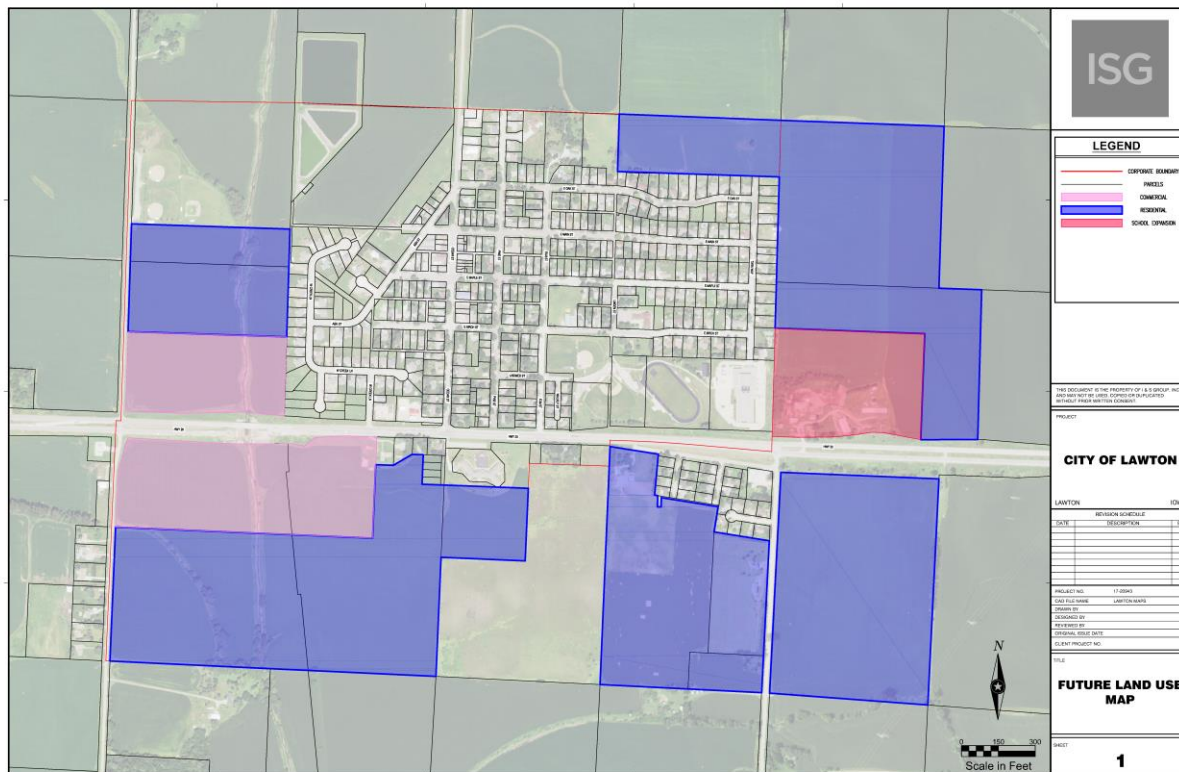
**Conformance with the goals and objectives set forth in the approved general development plan for Woodbury County including the future land use map.**

There does not appear to be any conflicts with the Woodbury County Comprehensive Plan 2040.

([https://www.woodburycountyiowa.gov/files/community\\_economic\\_development/woodbury\\_county\\_comprehensive\\_plan\\_2040\\_89417.pdf](https://www.woodburycountyiowa.gov/files/community_economic_development/woodbury_county_comprehensive_plan_2040_89417.pdf)). This area is designated as **rural residential** on the future land use map thereby illustrating that this request is compatible with future land use goals and objectives for the unincorporated area as the goal of this rezone for the eventual build a house. The only concern is this does abut future areas designated as commercial to the north. The City of Lawton's Future Land Use Map does not reach this area of unincorporated Woodbury County as depicted below.



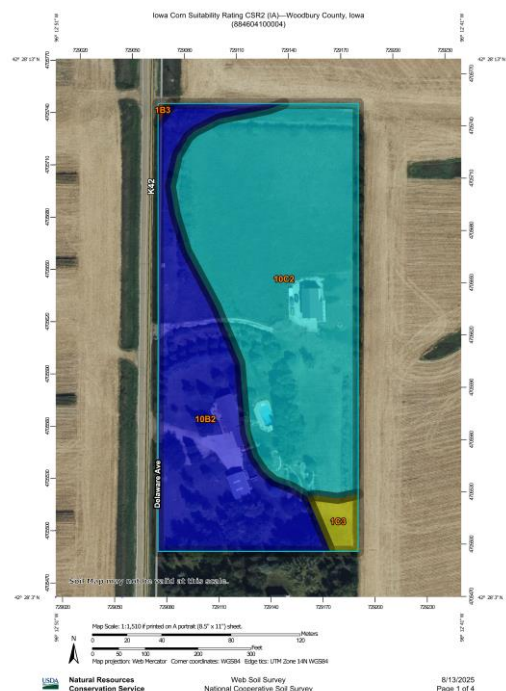
**CITY OF LAWTON, IOWA – FUTURE LAND USE MAP**



## Compatibility and conformance with the policies and plans of other agencies with respect to the subject property.

There does not appear to be any conflicts with the policies and plans of other agencies based on the information received.

## Consideration of the Corn Suitability (CSR) of the property.



Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa

884604100004

### Iowa Corn Suitability Rating CSR2 (IA)

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
1B3	Ida silt loam, 2 to 5 percent slopes, severely eroded	57	0.0	0.1%
1C3	Ida silt loam, 5 to 9 percent slopes, severely eroded	58	0.2	2.4%
10B2	Monona silt loam, 2 to 5 percent slopes, eroded	91	2.6	35.9%
10C2	Monona silt loam, 5 to 9 percent slopes, eroded	86	4.5	61.5%
Totals for Area of Interest			7.3	100.0%

#### Description

This attribute is only applicable to soils in the state of Iowa. Iowa corn suitability ratings (CSR2) provide a relative ranking of all soils mapped in the State of Iowa according to their potential for the intensive production of row crops. The CSR2 is an index that can be used to rate the potential yield of one soil against that of another over a period of time. Considered in the ratings are average weather conditions and frequency of use of the soil for row crops. Ratings range from 100 for soils that have no physical limitations, occur on minimal slopes, and can be continuously row cropped to as low as 5 for soils that are severely limited for the production of row crops.

When the soils are rated, the following assumptions are made: a) adequate management, b) natural weather conditions (no irrigation), c) artificial drainage where required, d) no frequent flooding on the lower lying soils, and e) no land leveling or terracing. The weighted CSR2 for a given field can be modified by the occurrence of sandy spots, local deposits, rock and gravel outcrops, field boundaries, and noncrossable drainageways. Even though predicted average yields will change with time, the CSR2 values are expected to remain relatively constant in relation to one another over time.

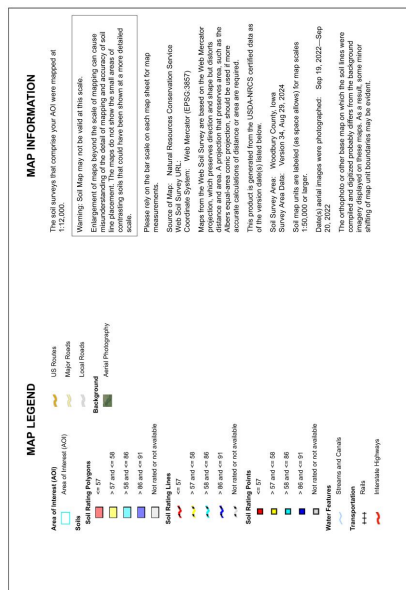
#### Rating Options

Aggregation Method: No Aggregation Necessary

Natural Resources Conservation Service

Web Soil Survey National Cooperative Soil Survey

8/13/2025 Page 3 of 4



Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa (884604100004)

Iowa Corn Suitability Rating CSR2 (IA)—Woodbury County, Iowa

884604100004

Aggregation is the process by which a set of component attribute values is reduced to a single value that represents the map unit as a whole.

A map unit is typically composed of one or more "components". A component is either some type of soil or some nonsoil entity, e.g., rock outcrop. For the attribute being aggregated, the first step of the aggregation process is to derive one attribute value for each of a map unit's components. From this set of component attributes, the next step of the aggregation process derives a single value that represents the map unit as a whole. Once a single value for each map unit is derived, a thematic map for soil map units can be rendered. Aggregation must be done because, on any soil map, map units are delineated but components are not.

For each of a map unit's components, a corresponding percent composition is recorded. A percent composition of 60 indicates that the corresponding component typically makes up approximately 60% of the map unit. Percent composition is a critical factor in some, but not all, aggregation methods.

The majority of soil attributes are associated with a component of a map unit, and such an attribute has to be aggregated to the map unit level before a thematic map can be rendered. Map units, however, also have their own attributes. An attribute of a map unit does not have to be aggregated in order to render a corresponding thematic map. Therefore, the "aggregation method" for any attribute of a map unit is referred to as "No Aggregation Necessary".

#### Tie-break Rule: Higher

The tie-break rule indicates which value should be selected from a set of multiple candidate values, or which value should be selected in the event of a percent composition tie.

Based on the attached "Iowa Corn Suitability Rating CSR2 (IA)" report, this property general consists of four different soil map units, each with its own Corn Suitability Rating (CSR2). +/- (Approximation)

- Ida silt loam, 2 to 5 percent slopes, severely eroded (1B3): This soil has a CSR2 rating of 57. It makes up 0.1% of the property, or 0.0 acres. (Approximation)
- Ida silt loam, 5 to 9 percent slopes, severely eroded (1C3): This soil has a CSR2 rating of 58. It makes up 2.4% of the property, or 0.2 acres. (Approximation)
- Monona silt loam, 2 to 5 percent slopes, eroded (10B2): This soil has a CSR2 rating of 91. It is the most dominant soil type, covering 35.9% of the property, or 2.6 acres. (Approximation)
- Monona silt loam, 5 to 9 percent slopes, eroded (10C2): This soil has a CSR2 rating of 86. It makes up 61.5% of the property, or 4.5 acres. (Approximation)

The CSR2 is estimated to be about:

- $635.2 / 7.3 = 86.9$  (Approximation)



	<b>Compatibility with adjacent land uses.</b>
	The Agricultural Estates (AE) Zoning District is designed as a median between the aspects of the Agricultural Preservation (AP) Zoning District and the Suburban Residential (SR) Zoning District. The AE allows for additional single-family dwellings in a quarter-quarter section or 40-acre area. This zoning change can be justified as it represents both new housing as per the comprehensive plan while at the same time, retaining much of the characteristics of the AP Zoning District which abuts the surrounding area.
	<b>Compatibility with other physical and economic factors affecting or affected by the proposed rezoning.</b>
	There does not appear to be any other additional compatibility issues with this location.
	<b>Any other relevant factors.</b>
	This process is required in conjunction with the minor subdivision procedure.

Sioux City Journal

## AFFIDAVIT OF PUBLICATION

Sioux City Journal  
2802 Castles Gate Drive  
Sioux City 51106  
(712) 293-4250

State of Florida, County of Broward, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Sioux City Journal, printed and published by Journal Communications, in Sioux City in Woodbury County and issued daily and Sunday and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

## PUBLICATION DATES:

Sep. 11, 2025

NOTICE ID: 64HJVW3T77hTCG28Qwec

PUBLISHER ID: COL-IA-502253

NOTICE NAME: ZC\_9-22-25\_PH

Publication Fee: \$142.99

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



## VERIFICATION

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 09/12/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

**NOTICE OF PUBLIC HEARINGS  
BEFORE THE WOODBURY  
COUNTY ZONING COMMISSION  
ON SEVERAL ZONING  
ORDINANCE TEXT AMENDMENTS,  
A MAP AMENDMENT (REZONE),  
AND A MINOR SUBDIVISION  
(SUMMARIES BELOW)**

The Woodbury County Zoning Commission will have public hearings on the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered. First public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 601 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call 712-454-1133 and enter the Conference ID: 688 085 557 during the meeting to listen or comment. However, it is recommended to attend in person so there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 6th Floor, Woodbury County Courthouse, 601 Douglas St., Sioux City, IA 51101. Emails should be sent to Daniel Priestley at: dcpriestley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

**Item One (1):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS FOR PUBLIC SERVICE GARAGE CONDITIONAL USE IN THE AGRICULTURAL PRESERVATION (AP) ZONING DISTRICT AND/OR THE AGRICULTURAL ESTATES (AE) ZONING DISTRICT**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 36. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "P" (Prohibited use) designation with a "C" (Conditional use) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "P" (Prohibited use) designation with a "C" (Conditional use) designation in the AE Zoning District column for "Public service garage".

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Two (2):  
CONSIDERATION OF ZONING ORDINANCE TEXT AMENDMENTS TO STREAMLINE REGULATIONS FOR ACCESSORY DWELLING UNITS (TO REMOVE CONFLICTING LANGUAGE OVER BUILDING CODES AND TO SET MINIMUM MAXIMUM DIMENSIONS), UTILITY-SCALE SOLAR ENERGY SYSTEMS, AND TELECOMMUNICATION TOWERS WHILE ENSURING COMPLIANCE WITH IOWA CODE BY ESTABLISHING CLEAR DIMENSIONAL STANDARDS, FOR ADUS, CORRECTING REFERENCES, AND REMOVING CONFLICTING REQUIREMENTS. ADDITIONAL HOUSEKEEPING CHANGES ARE PROPOSED TO ADDRESS THE ORDINANCE'S CLARITY.**

**SUMMARY:** The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on a series of Zoning Ordinance text amendments to: establish maximum and minimum dimensions for accessory dwelling units (ADUs) and amend the ordinance from Iowa Code 331.301(27)(a) (1) and other applicable Iowa Code sections.

Woodbury County has not adopted building codes for primary dwellings and structures—thereby aligning ADU building-code requirements with those for primary dwellings and structures that do not have adopted county building codes (to be addressed in Section 4.04-2 or another applicable location); add utility-scale solar energy systems, as provided in Section 5.06, to the public-utility subsection in Section 2.02-1 (B)(1)(e); correct the referenced subsection for telecommunication towers from “as provided in subsection 5.06-3” to “as provided in Section 5.05”; align telecommunication-tower requirements with state code by removing collocation references and requirements (Section 5.05-1 and Section 5.06-5 B); correct the road-use and repair agreement reference in the Utility-Scale Solar Energy Systems section (Section 5.08-9 B) from Section 8.1 to Section 5.08-9 A; and make other related corrections and housekeeping edits (grammar, spelling, punctuation, and sentence syntax) to improve clarity and align the ordinance with its intended purposes. The above content, including code and section references, is subject to change and/or correction in the draft and final ordinance versions.

**Item Three (3)**

**CONSIDERATION OF ZONING ORDINANCE MAP AMENDMENT (REZONE) APPLICATION ON PARCEL #884604100004**

Pursuant to Section 335 of the Code of Iowa, the Woodbury County Zoning Commission will hold a public hearing to consider the application for a zoning ordinance map amendment (rezone) to the Woodbury County Zoning Ordinance and/or Map for the Unincorporated Area of Woodbury County Iowa by the LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

The proposal is to rezone from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District for a 6.75-acre portion of the property located in the SW ¼ of the NW ¼ of Section 4, T88N R46W (Floyd Township) in the County of Woodbury and State of Iowa. The property is known as GIS Parcel #884604100004 and is described as:

PART OF THE S.W.¼ OF THE N.W.¼ OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.¼ OF THE N.W.¼, THENCE N.89°08'24"E, ALONG THE SOUTH LINE OF SAID S.W.¼ OF THE N.W.¼ FOR 403.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W, ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E, FOR 363.90 FEET; THENCE N.1°36'33"W, FOR 609.64 FEET TO THE NORTH LINE OF SAID S.W.¼ OF THE N.W.¼; THENCE S.89°32'26"W, ALONG SAID NORTH LINE FOR 369.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E, ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.¼ OF THE N.W.¼ IS ASSUMED TO BEAR N.1°36'33"W.

Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4)**

**CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUBDIVISION: To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

OOL-IA-502253

# Public notices may also be found at IowaPublicNotices.com

**NOTICE OF PUBLIC HEARING**  
**WOODSBURY COUNTY ZONING COMMISSION**  
**ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT, AND A MINOR SUBDIVISION**  
**(SUMMARIES BELOW)**

The Woodbury County Zoning Commission will consider recommendations to the Board of Supervisors on proposed amendments to Article 3, Section 3.03-4 of the Woodbury County Zoning Ordinance on Page 39. The proposed amendments would revise the Land Use Summary Table of Allowed Uses to change the classification of "Public service garage" from a prohibited use to a conditional use in the Agricultural Preservation (AP) Zoning District and/or the Agricultural Estates (AE) Zoning District. Specifically, the amendments would update the table by replacing the "C" (Conditional use) designation with a "P" (Public service garage) designation in the AP Zoning District column for "Public service garage" and/or the amendments would update the table by replacing the "C" (Conditional use) designation with a "P" (Public service garage) designation in the AE Zoning District column for "Public service garage."

**Explanation:** This amendment would allow "Public service garage" as a Conditional Use in the AP Zoning District and/or the AE Zoning District, subject to review and approval by the Board of Adjustment in accordance with the procedures outlined in the Zoning Ordinance.

**Item One (1):**  
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**NOTICE OF PUBLIC HEARINGS BEFORE THE WOODSBURY COUNTY ZONING COMMISSION ON SEVERAL ZONING ORDINANCE TEXT AMENDMENTS, A MAP AMENDMENT (REZONE), AND A MINOR SUBDIVISION (SUMMARIES BELOW)**  
The Woodbury County Zoning Commission will hold the following items hereafter described in detail on Monday, September 22, 2025 at 5:00 PM or as soon thereafter as the matters may be considered.  
Said public hearings will be held in the Board of Supervisors' meeting room in the basement of the Woodbury County Courthouse, 620 Douglas Street, Sioux City, Iowa. Copies of said items may now be examined at the office of the Woodbury County Community and Economic Development (Planning and Zoning), on the 6th Floor of said courthouse by any interested persons. All persons who wish to be heard in respect to these matters should appear at the aforesaid public hearings in person or call: 712-454-1133 and enter the Conference ID: 638 086 537# during the meeting to listen or comment. However, it is recommended to attend in person as there is the possibility for technical difficulties with phone and computer systems. You may forward your written comments by mail or email to: Woodbury County Community and Economic Development, 620 Douglas St., Sioux City, IA 51101; Emails should be sent to Daniel Priestley at: dpriestley@woodburycountyia.gov. Only signed comments will be considered and should be received no later than 10:00 AM on Friday, September 19, 2025.

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PART OF THE S.W.¼ OF THE N.W.¼ OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT THE S.W. CORNER OF SAID S.W.¼ OF THE N.W.¼;

THENCE N.89°08'24"E. ALONG THE SOUTH LINE OF SAID S.W.¼ OF THE N.W.¼ FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W. ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°08'24"E. FOR 363.90 FEET; THENCE N.1°36'33"W. FOR 809.64 FEET TO THE NORTH LINE OF SAID S.W.¼ OF THE N.W.¼; THENCE S.88°39'26"W. ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E. ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING. CONTAINING 6.75 ACRES. SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

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Petitioner Applicant(s): LeFebvre Family Trust, 1650 Delaware Ave., Lawton, IA 51030.

**Item Four (4):  
CONSIDERATION OF MINOR SUBDIVISION APPLICATION ON PARCEL #884604100004**

The Woodbury County Zoning Commission will consider for a recommendation to the Board of Supervisors a PROPOSED MINOR SUB-

**SERGEANT BLUFF, IOWA  
City Council Special  
Meeting Minutes  
Thursday, September 4, 2025  
@ 12pm Council Chambers  
501 4th Street;  
Sergeant Bluff, IA**

1. MAYOR/MAYOR PRO-TEM TO CALL THE MEETING TO ORDER: 12:00 pm

Attendee Name Title Status  
Ryan Panowicz Absent  
Mark Reinders Absent  
Kirk Moriarty Remote  
Andrea Johnson Assistant Mayor Pro Tem Present  
Ron Hanson Mayor Pro Tem Present  
Jon Winkel Mayor Absent

2. APPROVAL OF THE AGENDA:

Motion by Andrea Johnson, seconded by Kirk Moriarty to Approve the Agenda. Motion Carried. [Unanimous]

3. DISCUSSION/ACTION ITEMS:

3.a Special Liquor License: Slush Up & Drink LLC

DIVISION: To be known as LeFebvre Addition. The LeFebvre Family Trust has submitted an application for a minor subdivision to Woodbury County. The proposed subdivision, named the LeFebvre Addition, seeks to divide a 6.75-acre parcel into two lots: Lot 1, consisting of 2.00 acres, and Lot 2, consisting of 4.75 acres, for the future construction of a residence. The subject property, identified as Parcel #884604100004, is located in Section 4, T88N R46W (Floyd Township), within the SW ¼ of the NW ¼ of the Agricultural Preservation (AP) Zoning District. The property is situated at 1650 Delaware Ave., Lawton, IA 51030, approximately one mile west of Lawton and 4.5 miles east of Sioux City, on the east side of Delaware Avenue, approximately 1,800 feet south of Highway 20. Additionally, the LeFebvre Family Trust has applied for a Zoning Ordinance Map Amendment to rezone the aforementioned property from the Agricultural Preservation (AP) Zoning District to the Agricultural Estates (AE) Zoning District. This rezoning is proposed to accommodate the future construction of a residence on Lot 1 of the LeFebvre Addition.

Published in the *Sergeant Bluff Advocate* weekly newspaper, Thursday, Sept 11, 2025. The SB-Advocate is an Official Woodbury County newspaper. (PN#091125-0013)

The applicant, Angel Sheeley, is looking to make and sell wine slushies at Flippin Vintage on Friday and Saturday.

Motion by Andrea Johnson, seconded by Ron Hanson to Approve Special Liquor License: Slush Up & Drink LLC.

Motion Carried. [Unanimous]

4. ADJOURNMENT:  
Motion by Kirk Moriarty, seconded by Ron Hanson to Adjourn at 12:05 pm. Motion Carried. [Unanimous]


Mayor/Mayor Pro-Tem  
Attest:  
Danny Christoffers, City Clerk  
Published in the *Sergeant Bluff Advocate* weekly newspaper, Thursday, Sept. 11, 2025. The SB-Advocate is the Official Newspaper for the City of Sergeant Bluff and is an Official Woodbury County newspaper. (PN#091125-00212)

See PUBLIC/LEGAL NOTICES P.13

*Sergeant Bluff Advocate - 9/11/25*



## PROPERTY OWNER(S) NOTIFICATION

Total Property Owners within 1000 FT via Certified Abstractor's Listing:	5	
Notification Letter Date:	TBD	
Public Hearing Board:	Zoning Commission (Subdivision & Rezone); Board of Supervisors (Rezone Only)	
Public Hearing Date:	September 22, 2025	
Phone Inquiries:	0	
Written Inquiries:	0	
The names of the property owners are listed below.		
When more comments are received after the printing of this packet, they will be provided at the meeting.		

PROPERTY OWNER(S)	MAILING ADDRESS					COMMENTS
Lefebvre Family Trust	1650 Delaware Ave.	Lawton	IA	51030		No comments.
Michael F. Lally Revocable Trust	1654 Delaware Ave.	Lawton	IA	51030		No comments.
Gary L. Smith Revocable Trust 1/2 Kathy J. Smith Revocable Trust 1/2	7217 Sandhurst Dr. NW	Cedar Rapids	IA	52405		No comments.
Capital Management LLC % Deborah D. Smith	970 Wynstone Drive	Jefferson	SD	57039		No comments.
Randall D. & Sheryl L. Horsley	1691 Delaware Ave.	Lawton	IA	51030		No comments.

## STAKEHOLDER COMMENTS

911 COMMUNICATIONS CENTER:	No comments.
CITY OF LAWTON:	No comments.
FIBERCOMM:	No comments.
IOWA DEPARTMENT OF NATURAL RESOURCES (IDNR):	No comments.
IOWA DEPARTMENT OF TRANSPORTATION (IDOT):	No comments.
LOESS HILLS NATIONAL SCENIC BYWAY:	No comments.
LOESS HILLS PROGRAM:	No comments.
LONGLINES:	No comments.
LUMEN:	No comments.
MAGELLAN PIPELINE:	No comments.
MIDAMERICAN ENERGY COMPANY (Electrical Division):	I have reviewed the following proposals for MEC electric, and we have, no conflicts. The applicant should be made aware that any requested extension or relocation of distribution facilities is subject to a customer contribution. – Casey Meinen, 8/27/25.
MIDAMERICAN ENERGY COMPANY (Gas Division):	No conflicts for MEC “Gas”. We do not have facilities in that area. Therefore, the extension of facilities to serve this development would be at the cost of the developer if they are looking to have a natural gas service. – Tyler Ahlquist, 8/27/25.
NATURAL RESOURCES CONSERVATION SERVICES (NRCS):	No comments.
NORTHERN NATURAL GAS:	No comments.
NORTHWEST IOWA POWER COOPERATIVE (NIPCO):	Have reviewed this LeFebvre Addition Minor Subdivision & Rezone Application. NIPCO has no issues with this request. – Jeff Zettel, 8/27/25.
NUSTAR PIPELINE:	No comments.
SIOUXLAND DISTRICT HEALTH DEPARTMENT:	No comments.
WIATEL:	No comments.
WINNEBAGO TRIBE:	No comments.
WOODBURY COUNTY ASSESSOR:	No comments.
WOODBURY COUNTY AUDITOR:	No comments.
WOODBURY COUNTY CONSERVATION:	No comments.
WOODBURY COUNTY EMERGENCY MANAGEMENT:	No comments.
WOODBURY COUNTY EMERGENCY SERVICES:	No comments.
WOODBURY COUNTY ENGINEER:	No comments.
WOODBURY COUNTY RECORDER:	No comments.
WOODBURY COUNTY RURAL ELECTRIC COOPERATIVE (REC):	No comments.
WOODBURY COUNTY SHERIFF:	No comments.

WOODBURY COUNTY SOIL AND WATER CONSERVATION DISTRICT:	The WCSWCD has no comments regarding this request. – Neil Stockfleth, 8/27/25.
WOODBURY COUNTY TREASURER:	There are outstanding property taxes on this parcel. Certified taxes must be paid prior to the split. The amount owing is \$4,714.00. – Tina Bertrand, 8/27/25.

## COUNTY ENGINEER'S REVIEW MEMO



### Woodbury County Secondary Roads Department

759 E. Frontage Road • Moline, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

To: Dan Priestley, Woodbury County Zoning Coordinator

From: Laura Sievers, PE, County Engineer

Date: September 18, 2025

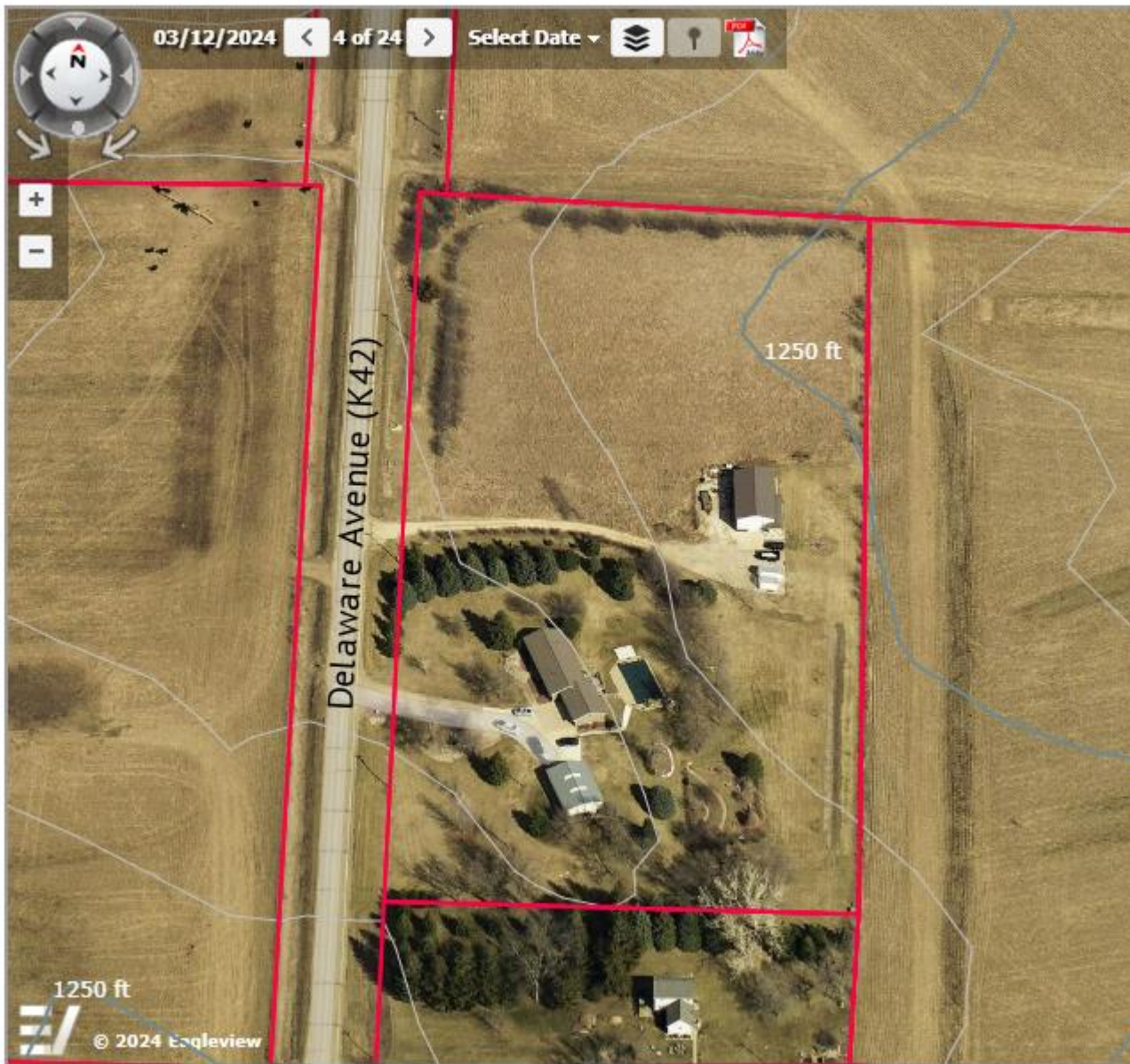
Subject: LeFebvre Family Addition – a minor subdivision application

The Secondary Road Department has reviewed the submitted information provided for the LeFebvre Family Trust minor subdivision application.

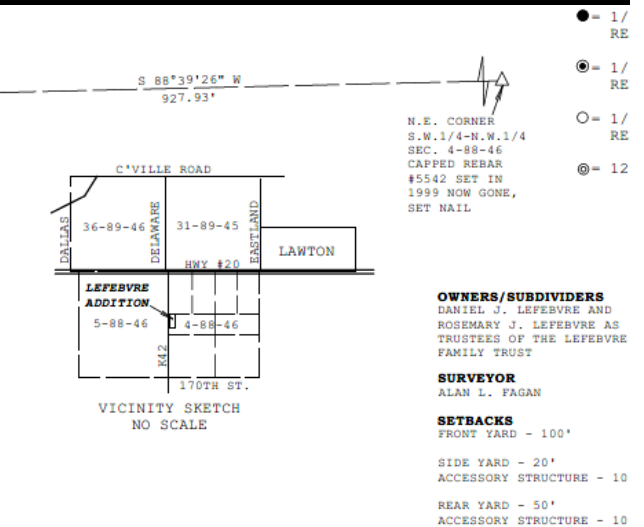
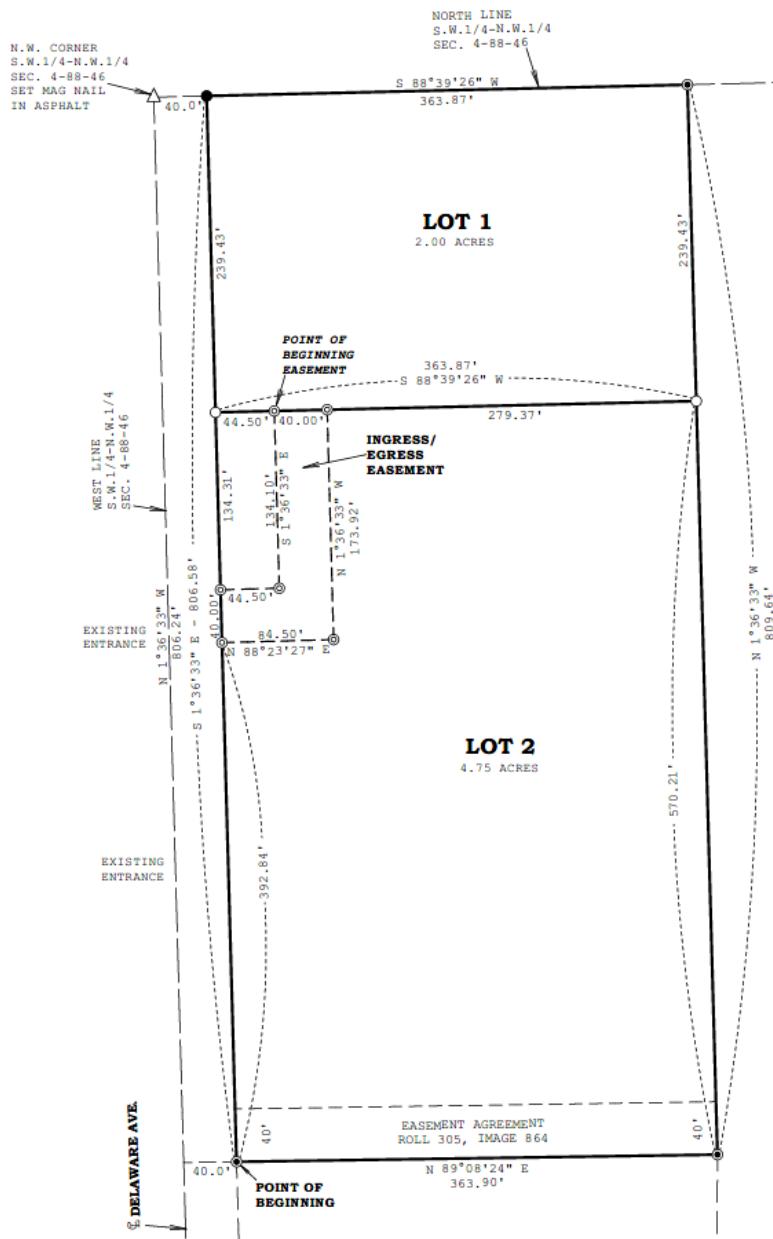
The following comments are provided for your consideration.

- The plat closure has been reviewed and is in compliance with Section 355.8 of the Code of Iowa.
- The existing driveway for the minor subdivision is noted on the plat within Lot 2.
- No additional concerns or issues with this application have been identified.

If any further questions or issues arise, please contact this office.



# PLAT MAP EXCERPT





# TITLE OPINION

July 23, 2025

## TITLE OPINION

Dan LeFebvre  
16550 Delaware Ave.  
Lawton, IA 51030

Re: Title Opinion in Support of Plat - 1650 Delaware Ave. Lawton, IA 51030

Dear Mr. LeFebvre,

Pursuant to your request, we have examined the Abstract of Title in one part prepared by Sedgwick Talley Abstract, numbering 1-46; purporting to reflect matters of record pertaining to the following-described property situated in Woodbury County, Iowa:

PART OF THE S.W.1/4 OF THE N.W.1/4 OF SECTION 4, TOWNSHIP 88 NORTH, RANGE 46 WEST OF THE 5TH PRINCIPAL MERIDIAN, WOODBURY COUNTY, IOWA, DESCRIBED: BEGINNING AT THE S.W. CORNER OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.89°58'24"E, ALONG THE SOUTH LINE OF SAID S.W.1/4 OF THE N.W.1/4 FOR 40.0 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE N.1°36'33"W, ALONG SAID EAST LINE FOR 406.46 FEET TO THE POINT OF BEGINNING; THENCE N.89°58'24"E, FOR 363.90 FEET THENCE N.1°36'33"W, FOR 829.14 FEET TO THE NORTH LINE OF SAID S.W.1/4 OF THE N.W.1/4; THENCE S.89°58'24"E, ALONG SAID NORTH LINE FOR 363.87 FEET TO THE EAST LINE OF DELAWARE AVENUE; THENCE S.1°36'33"E, ALONG SAID EAST LINE FOR 806.58 FEET TO THE POINT OF BEGINNING, CONTAINING 6.75 ACRES, SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS, RESTRICTIONS AND COVENANTS.

NOTE: THE WEST LINE OF SAID S.W.1/4 OF THE N.W.1/4 IS ASSUMED TO BEAR N.1°36'33"W.

Which property is to be platted as the LeFebvre Addition, the 20th day of June, 2025 at 5:00 p.m., and certify that, as of the date of the last continuation of the abstract, and a 24-month chain of title is shown and vested of record in:

Daniel L. LeFebvre and Rosemary J. LeFebvre, as Trustees of the LeFebvre Family Trust under agreement dated the 18th day of July 2014,

by virtue of a Quit Claim Deed noted at Entry 42 dated July 18, 2014 and filed July 21, 2014 at Roll 736 Image 3028;

subject to the following restrictions and limitations:

### INTEREST IN THE SUBJECT REAL ESTATE

1.PLAT DESCRIPTION. The plat appears to be located within the description of the Abstract.

2.MORTGAGES/FINANCING STATEMENTS/ASSIGNMENT OF RENTS. None shown.

3.REAL ESTATE TAXES. Entry 46 shows Taxes for 2023/24: 1st installment \$2,333.00, paid; 2nd installment \$2,333.00, paid. Parcel No. 884601400004

4.PERSONAL LIENS. The Abstract reflects that searches for personal liens have been made and all such liens, if any, are reflected herein. No searches have been made against any parties outside the chain of title to the property. No judgments appear against the Titleholder as a result of the Abstractor's searches.

5.MECHANICS LIENS. The Abstract reflects that appropriate searches for mechanic's liens have been made and reports no adverse findings.

6.Please Note: You should take notice that purchase money liens have priority over and are senior to pre-existing judgments against real estate purchasers and any other right, title, or lien arising either directly or indirectly by, through, or under the purchaser. An exception is made in this opinion for unrecorded purchase money liens which are not included in the abstract and, therefore, not identified in this opinion.

### LIMITED INTERESTS IN THE SUBJECT REAL ESTATE

7.EASEMENTS. A Right of Way Easement benefitting Northwest Iowa Power Cooperative is described at Entry 4 of the Abstract. Said electric transmission easement was dated and acknowledged December 29, 1953 and filed October 26, 1973 in Roll 22, Image 549. Entry 23 of the Abstract shows an Easement Agreement recorded April 6, 1994 on Roll 305, Image 864 granting a perpetual easement for ingress and egress over and across the South Forty feet of the real estate.

8.PLATS. Entry 1 of the Abstract shows a Diagram of Section 4-88-46. Entry 25 of the Abstract reveals a Survey recorded September 23, 1994 on Roll 315, Image 1240. Entry 31 of the Abstract shows a Corner Certificate recorded February 12, 1996 on Roll 345, Image 1295.

9.RESOLUTIONS. At Entry 16 is referenced a resolution of controlled access abutting primary highways adopted by the Iowa State Highway Commission pursuant to Chapter 148 of the 56th General Assembly, which was filed July 16, 1956 in Book 833, page 325. Entry 17 of the Abstract describes the adoption of Zoning Regulations dated January 11, 1971 and filed March 5, 1971 at Book 1403, Page 9. For further information and amendments thereto, a complete copy of regulations on file in the office of the County Zoning Administrator's office. The Abstract at Entry 18 reveals a Resolution to the Woodbury County Board of Supervisors #633 recorded on May 12, 1977 on Roll 62, Image 2118. For maps of the various Flood Zones and particulars you are directed to consult the Office of the Woodbury County Zoning Administrator. Entry 19 discloses Resolution #633 recorded May 12, 1977 at Roll 62, Image 2120 containing provisions and regulations regarding flood zone. Entry 45 of the Abstract shows Zoning Regulations filed August 29, 2008 supported by Resolutions No., 10,455 and 10,456. For complete details, see instruments on file in the County Zoning Office.

10.ZONING. The property is subject to the zoning ordinances of Woodbury County, Iowa.

11.COVENANTS. None shown.

12.This title opinion is subject to our standard exceptions attached hereto and by this reference incorporated herein. You should take note of these exceptions.

13.After complying with the above requirements, closing the real estate transaction, and recording the appropriate documents, please have the abstract continued in final form and returned to us for a final examination and title opinion.

### SEE ATTACHED CAUTIONS.

Sincerely,

Emilee B. Gehling  
Partner  
ITC #10271  
Gehling Osborn Law Firm, P.C.  
650 4th Street, Suite 900  
Sioux City, IA 51101  
(712) 226-4601 (Direct)  
(712) 226-4603 (Main)  
Emilee@gsolawfirm.com

The Abstract is being held for Daniel LeFebvre.

GEHLING OSBORN LAW FIRM, P.C.  
CAUTIONS TO TITLE OPINIONS

This title opinion is limited to an examination of the condition of title to the abstracted real estate covering the period of time up to the most recent certification.

This opinion is provided to the persons or entities identified as the addressees of this opinion, and it is not to be relied upon by any other person or entity.

This opinion is confined to an examination of the abstract only. This opinion is made subject to exceptions reserved by the abstractor in preparing the above reference abstract.

The abstract may be prepared pursuant to the Iowa 40-year Marketable Title Act (Iowa Code §§ 614.29 to 614.38). Effective July 1, 2009, any property served by private sewage disposal system (septic system) must have the system inspected by a certified inspector prior to any transfer of ownership of the property by deed or contract, unless exempted by law. Iowa Code §§ 455.172(11).

Please note: No visual inspection of the property has been made. Certain matters are not discernible from the abstract. Your attention is, therefore, called to the fact that you are required to take notice of the following potential encumbrances on the real estate under examination:

### NOTES

1.This opinion does not cover the rights of any parties in possession. It shall be determined by independent means if there are any parties in possession and if they have any rights.

2.This opinion does not cover the rights of undisclosed spouses.

### ZONING/REGULATIONS

3.The boundaries, whether all structures are within those boundaries, and anything that would be revealed by a survey, and similar municipal ordinances.

4.Any facts which would be disclosed by a visual inspection or survey and which would identify physical use, location of easements and improvements on bordering real estate. This opinion does not assure correctness of boundary and lot lines.

5.Unidentified or unreported zoning or other ordinances relative to building, improvements, use or access.

6.Flood Plain regulations, if any.

The abstract does not disclose the existence of hazardous substances, pollutants, contaminants, hazardous waste, underground storage tanks, drainage wells, active or abandoned water wells, and other environmentally regulated activities. You are cautioned that there are environmental and public health regulations, permit injunctive relief and require removal and remedial actions or other "clean up activity." The costs of such "clean up" may become a lien against the real estate under examination, and you may have personal liability even though you may not have disposed of such hazardous substances on the real estate under examination that would subject you to liability for environmental clean-up. You are advised to seek independent professional evaluations of potential environmental exposures.

### REAL ESTATE TAXES/MORTGAGES/FINANCING STATEMENTS/LIENS

7.Real estate taxes and special assessments not yet spread on the county books and charges for municipal services, which are not included in the abstract. It is the client's responsibility to determine if any resolutions of necessity for special assessments have been adopted or charges have been assessed which pertain to the real estate under examination.

8.Real estate taxes for the current year, which will not become a lien until June 30, and the responsibility for payment thereof.

9.Whether the property may be or become subject to additional or corrected assessments for real estate taxes by authority of Section 441.6 through 443.22, The Code.

10.Whether a "due on sale" clause will interfere with your plans, if any, to assume an existing mortgage.

11.Financing Statements filed with the Secretary of State in Des Moines, including those covering crops.

12.Unrecorded purchase money liens.

13.The right to file mechanic's liens against the premises for labor or materials furnished in connection with improvements thereon within 90 days from furnishing of the last item of material or labor. In this regard, you should examine the same and satisfy yourself that no labor or materials have been furnished for improvements within the last 90 days or, if such improvements have been made, that all suppliers of labor or materials have been fully paid.

14.Whether the City claims any unrecorded liens for sidewalk maintenance, weed cutting, building demolition or utilities including storm water drainage.

### MISCELLANEOUS

15. Forged or altered instruments.

16.Whether there have been any bankruptcy filings that may affect the property. No opinion can be given concerning the effect of bankruptcy proceedings on title to the real property.

17.Whether you are entitled to a homestead credit and/or a Veteran's exemption. Persons entitled should file application thereof.

18.Whether it would be appropriate to participate in the Iowa Title Guaranty Program, operated through the Title Guaranty Division of the Iowa Finance Authority, (515) 242-4989.

ADDITIONAL NOTE: The abstract that we have examined in preparing this opinion is a valuable document which is expensive to replace if it is lost. After the abstract is examined, we normally deliver it to the closing agent or the financial institution making the loan. We do not keep clients' abstracts in our office. It is the client's responsibility to be certain that the abstract is returned to them and kept in a safe place at the conclusion of the transaction.



## Woodbury County, IA / Sioux City

### Summary

Parcel ID 884604100004  
 Alternate ID 811966  
 Property 1650 DELAWARE AVE  
 Address LAWTON IA 51030  
 Sec/Twp/Rng 4-88-46  
 Brief AN IRREG TCT BEG 40' E & 406.46' N OF SW CORNER SWNW & PT OF BEG; THEC  
 Tax Description E 363.90 FT THEC N TO N LINE SW NW THEC W TO A PT 40 FT E OF NW C ORNER  
 NW SW THEC S TO PT OF BEG SW NW 4-88-46  
 (Note: Not to be used on legal documents)  
 Deed Book/Page 736-3028 (7/18/2014)  
 Gross Acres 6.70  
 Net Acres 6.70  
 Adjusted CSR Pts 0  
 Zoning AP - AGRICULTURAL PRESERVATION  
 District 0026 FLOYD/LAWTON-BRONSON  
 School District LAWTON BRONSON  
 Neighborhood N/A



### Owner

Deed Holder  
 LEFEBVRE FAMILY TRUST  
 1650 DELAWARE AVE  
 LAWTON IA 51030  
 Contract Holder  
 Mailing Address  
 LEFEBVRE FAMILY TRUST  
 1650 DELAWARE AVE  
 LAWTON IA 51030

### Land

Lot Area 6.70 Acres; 291,852 SF

### Residential Dwellings

Residential Dwelling  
 Occupancy Single-Family / Owner Occupied  
 Style 1 Story Frame  
 Architectural Style N/A  
 Year Built 1994  
 Condition Above Normal  
 Roof Asph / Gable  
 Flooring  
 Foundation TILE  
 Exterior Material Vinyl  
 Interior Material Drwl  
 Brick or Stone Veneer  
 Total Gross Living Area 1,768 SF  
 Main Area Square Feet 1768  
 Attic Type None;  
 Number of Rooms 6 above; 2 below  
 Number of Bedrooms 3 above; 1 below  
 Basement Area Type Full  
 Basement Area 1,768  
 Basement Finished Area 884 - Minimal Finish  
 Plumbing 2 Standard Bath - 3 Ft; 1 Shower Stall Bath - 3; 1 Sink;  
 Appliances 1 Dishwasher;  
 Central Air Yes  
 Heat Yes  
 Fireplaces  
 Porches  
 Decks Wood Deck (320 SF); Concrete Patio (932 SF); Vinyl/CompoDeck (159 SF);  
 Additions  
 Garages 768 SF - Att Frame (Built 1994);

### Agricultural Buildings

Plot#	Type	Description	Width	Length	Year Built	Building Count
0	Steel Utility Building		30	45	1994	1
	Steel Utility Building		30	56	2015	1
	Lean-To		0	0	2015	1

### Yard Extras

#1 - (1) Swimming Pool (Residential) 924 SFWSA, Vinyl, Cover=No, Heat=None, Diving Brd=Average, Built 1998

## Permits

Permit#	Date	Description	Amount
5942	04/03/2015	Utility Shed	12,500

## Valuation

	2025	2024	2023	2022	2021
Classification	Residential	Residential	Residential	Residential	Residential
+ Assessed Land Value	\$73,200	\$49,000	\$49,000	\$49,000	\$49,000
+ Assessed Building Value	\$0	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$449,700	\$424,910	\$424,910	\$319,800	\$319,800
= Gross Assessed Value	\$522,900	\$473,910	\$473,910	\$368,800	\$368,800
- Exempt Value	\$0	\$0	\$0	\$0	\$0
= Net Assessed Value	\$522,900	\$473,910	\$473,910	\$368,800	\$368,800

## Sioux City Special Assessments and Fees

[Click here to view special assessment information for this parcel.](#)

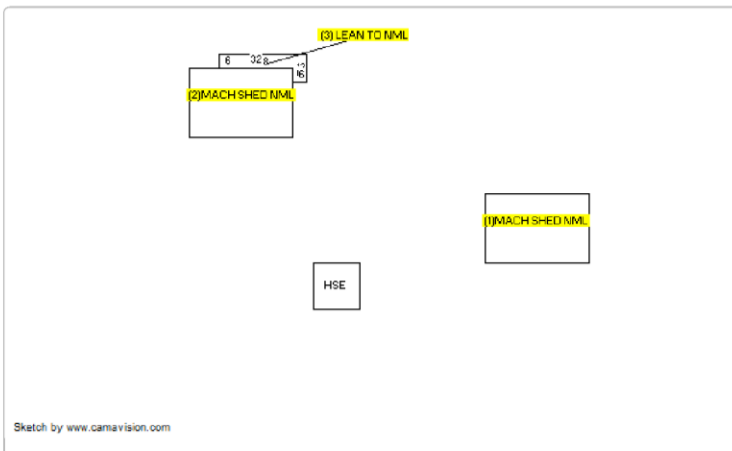
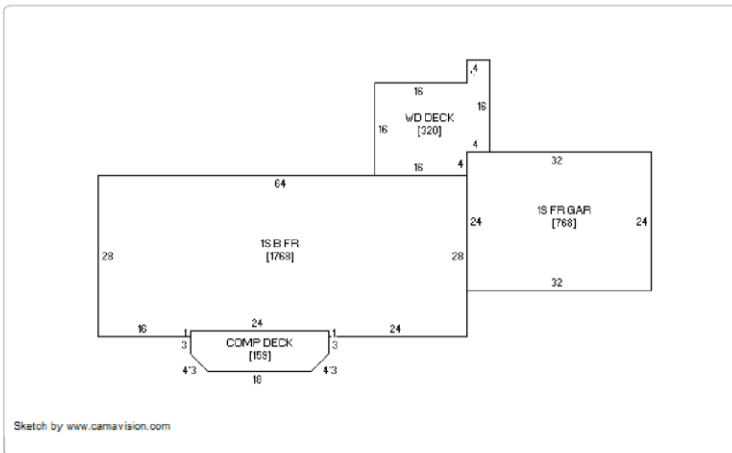
## Woodbury County Tax Credit Applications

[Apply for Homestead or Military Tax Credit](#)

## Photos



## Sketches



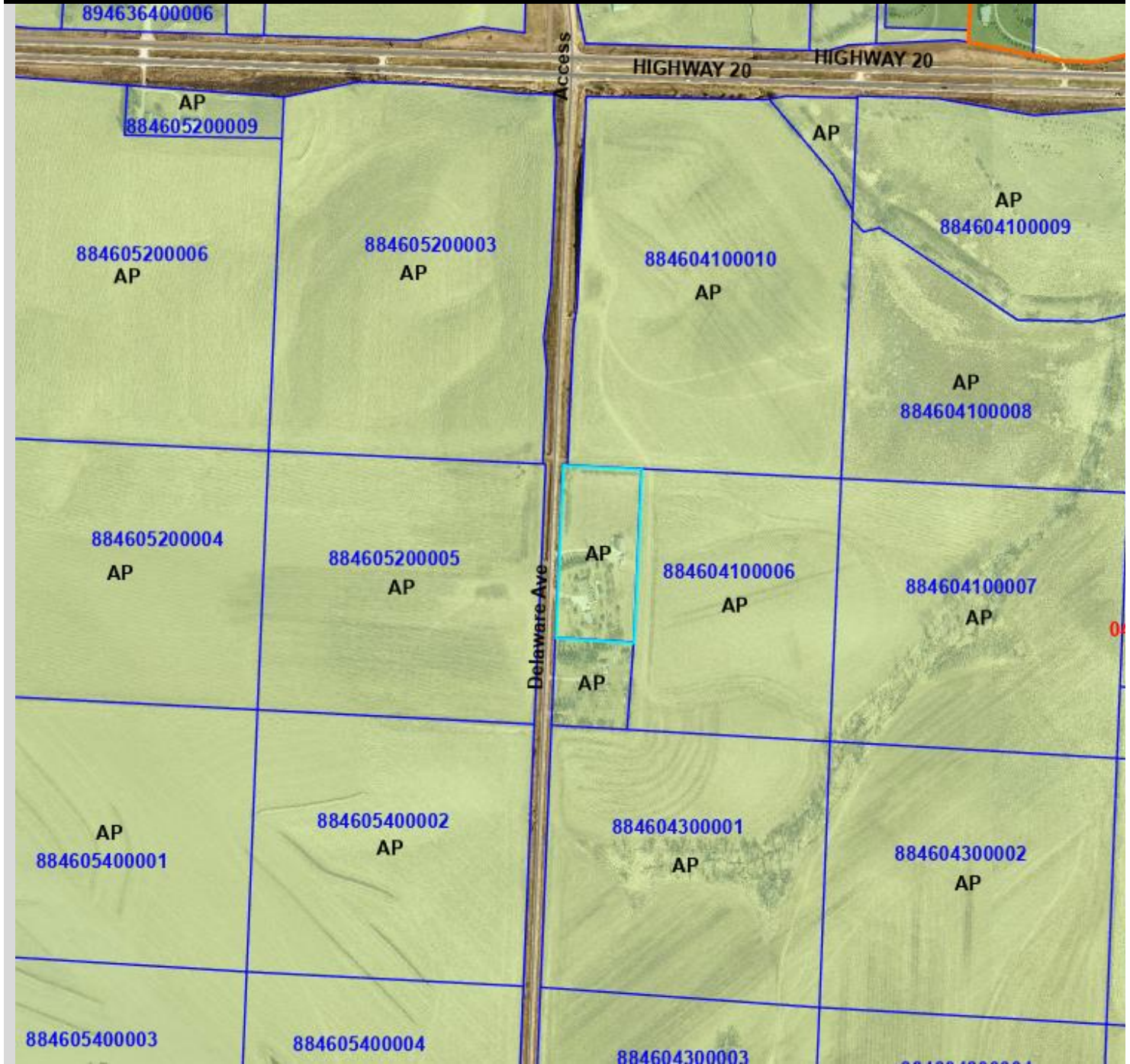
No data available for the following modules: Commercial Buildings, Sales, Sioux City Tax Credit Applications, Sioux City Board of Review Petition.

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Contact Us

Developed by  
**SCHNEIDER**  
 MUNICIPAL

## ZONING MAP



## SPECIAL FLOOD HAZARD AREA (SFHA) MAP

Property not within the floodplain.

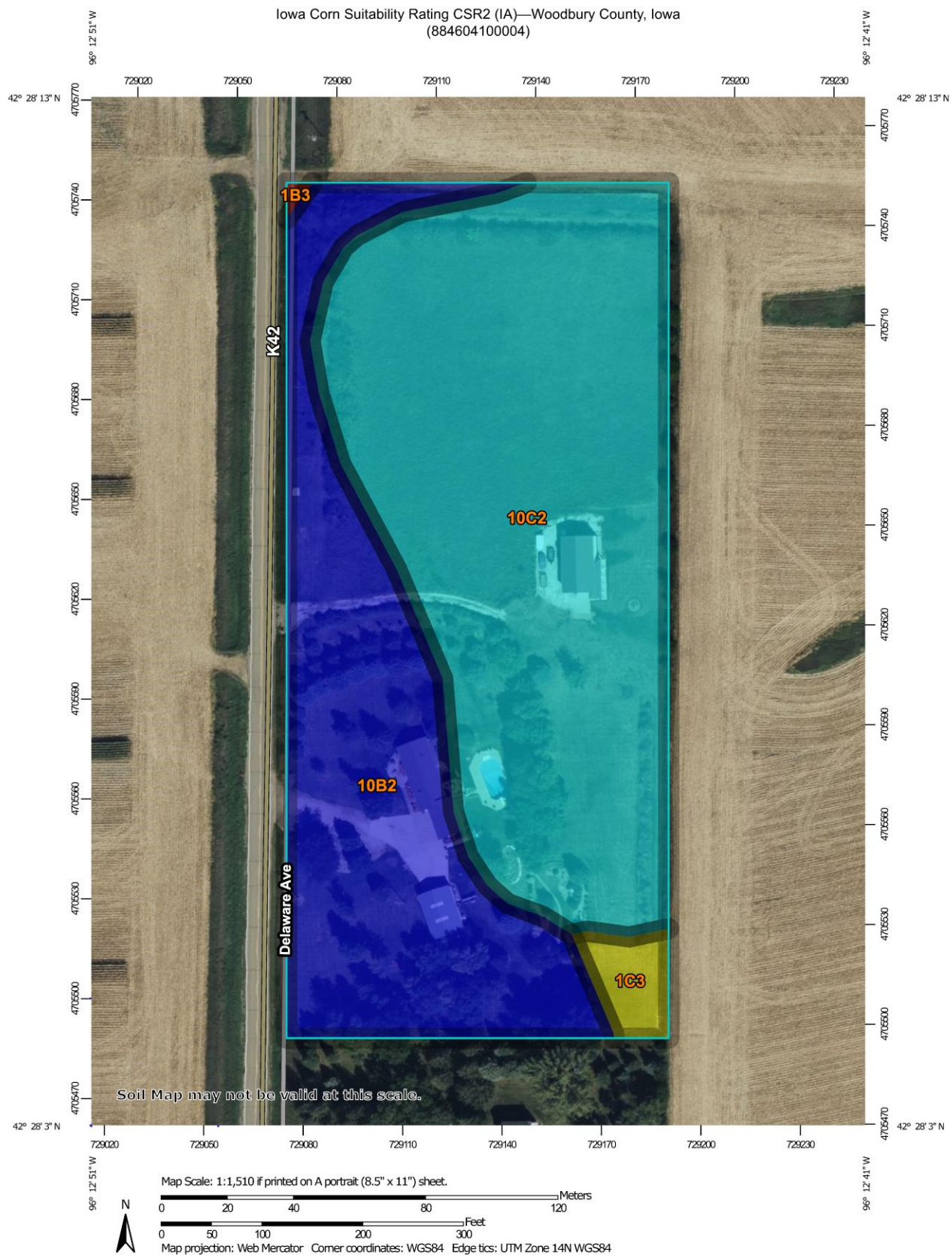


# ELEVATION MAP





# SOIL REPORT

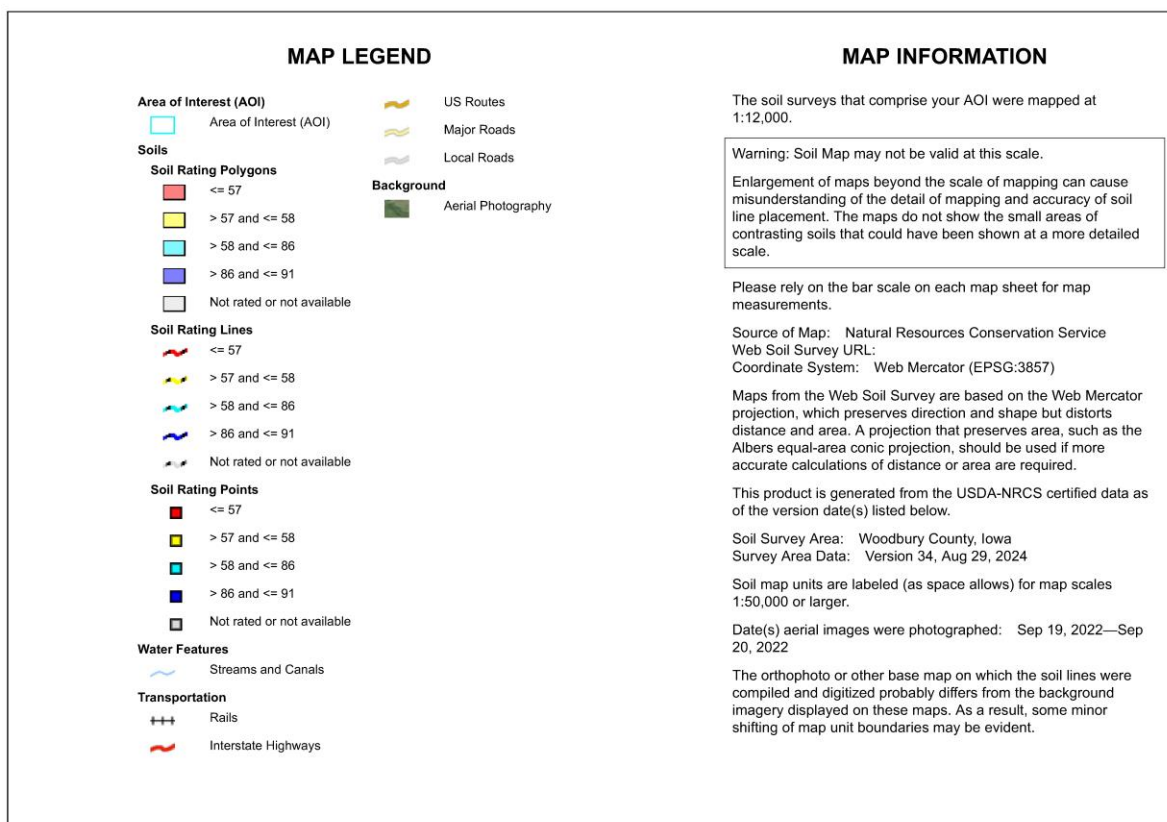


Natural Resources  
Conservation Service

Web Soil Survey  
National Cooperative Soil Survey

8/13/2025  
Page 1 of 4





## Iowa Corn Suitability Rating CSR2 (IA)

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
1B3	Ida silt loam, 2 to 5 percent slopes, severely eroded	57	0.0	0.1%
1C3	Ida silt loam, 5 to 9 percent slopes, severely eroded	58	0.2	2.4%
10B2	Monona silt loam, 2 to 5 percent slopes, eroded	91	2.6	35.9%
10C2	Monona silt loam, 5 to 9 percent slopes, eroded	86	4.5	61.5%
<b>Totals for Area of Interest</b>			<b>7.3</b>	<b>100.0%</b>

### Description

This attribute is only applicable to soils in the state of Iowa. Corn suitability ratings (CSR2) provide a relative ranking of all soils mapped in the State of Iowa according to their potential for the intensive production of row crops. The CSR2 is an index that can be used to rate the potential yield of one soil against that of another over a period of time. Considered in the ratings are average weather conditions and frequency of use of the soil for row crops. Ratings range from 100 for soils that have no physical limitations, occur on minimal slopes, and can be continuously row cropped to as low as 5 for soils that are severely limited for the production of row crops.

When the soils are rated, the following assumptions are made: a) adequate management, b) natural weather conditions (no irrigation), c) artificial drainage where required, d) no frequent flooding on the lower lying soils, and e) no land leveling or terracing. The weighted CSR2 for a given field can be modified by the occurrence of sandy spots, local deposits, rock and gravel outcrops, field boundaries, and noncrossable drainageways. Even though predicted average yields will change with time, the CSR2 values are expected to remain relatively constant in relation to one another over time.

### Rating Options

*Aggregation Method:* No Aggregation Necessary

Aggregation is the process by which a set of component attribute values is reduced to a single value that represents the map unit as a whole.

A map unit is typically composed of one or more "components". A component is either some type of soil or some nonsoil entity, e.g., rock outcrop. For the attribute being aggregated, the first step of the aggregation process is to derive one attribute value for each of a map unit's components. From this set of component attributes, the next step of the aggregation process derives a single value that represents the map unit as a whole. Once a single value for each map unit is derived, a thematic map for soil map units can be rendered. Aggregation must be done because, on any soil map, map units are delineated but components are not.

For each of a map unit's components, a corresponding percent composition is recorded. A percent composition of 60 indicates that the corresponding component typically makes up approximately 60% of the map unit. Percent composition is a critical factor in some, but not all, aggregation methods.

The majority of soil attributes are associated with a component of a map unit, and such an attribute has to be aggregated to the map unit level before a thematic map can be rendered. Map units, however, also have their own attributes. An attribute of a map unit does not have to be aggregated in order to render a corresponding thematic map. Therefore, the "aggregation method" for any attribute of a map unit is referred to as "No Aggregation Necessary".

*Tie-break Rule:* Higher

The tie-break rule indicates which value should be selected from a set of multiple candidate values, or which value should be selected in the event of a percent composition tie.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/09/2025 Weekly Agenda Date: 10/14/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura Sievers, PE, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider approval of plans for project number BROS-C097(177)--8J-97

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

Plans have been completed for a bridge replacement project on 120th St. over the Muddy Creek between Eastland Ave. and Emmett Ave. The bridge will be replaced with a 110' slab bridge.

**BACKGROUND:**

The existing bridge, constructed in 1970, is a two-span, 37-foot by 24-foot steel I-beam bridge with timber decking and substructure. It is currently load-posted at 3 tons and carries an average daily traffic volume of approximately 60 vehicles.

**FINANCIAL IMPACT:**

The project will be paid for with federal funds.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☒

**RECOMMENDATION:**

I recommend that the Board approve the plans for project number BROS-C097(177)--8J-97.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the plans for project number BROS-C097(177)--8J-97 and direct the board to sign the cover sheet.



## D-042 Bridge on 120<sup>th</sup> St. over Muddy Creek



The proposed bridge project involves the replacement of an aging structure located on 120th Street, between Eastland and Emmett Avenues. The existing bridge, constructed in 1970, is a two-span, 37-foot by 24-foot steel I-beam bridge with timber decking and substructure. It is currently load-posted at 3 tons and carries an average daily traffic volume of approximately 60 vehicles.

The new structure will be a 110-foot by 33-foot continuous concrete slab bridge with integral abutments. Riprap will be installed along the slopes, extending from the north right-of-way line to the south right-of-way line, to provide erosion protection during high water and high-velocity flow events. In addition, safety guardrail will be included on the new bridge, which is not present on the existing structure. The project is scheduled for letting in January 2026 and is funded through the Highway Bridge Program. The estimated total cost of the project is approximately \$800,000.





## **WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/09/2025 Weekly Agenda Date: 10/14/2025

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Laura Sievers, PE, County Engineer

**WORDING FOR AGENDA ITEM:**

Consider approval of a federal-aid agreement for project numbered BROS--C097(177)--8J-97

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

Woodbury County will use Highway Bridge Funds for the replacement of the bridge on 120th St. east of Eastland Ave. A funding agreement is presented for board approval.

**BACKGROUND:**

Iowa Code Sections 306A.7 and 307.44 provide for Woodbury County and the Iowa DOT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

**FINANCIAL IMPACT:**

Highway Bridge Funds will cover 100% of the \$800,000 estimated project cost. Woodbury County was allocated \$1,171,343 in FY 2025 for bridge projects. This bridge will be nearly 70% of the annual bridge funding. No local funds will be used.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☐ No ☒

**RECOMMENDATION:**

Recommend that the board approve the project agreement with the Iowa DOT for project BROS--C097(177)--8J-97 and direct the chair to sign the agreement.

**ACTION REQUIRED / PROPOSED MOTION:**

Motion to approve the federal-aid agreement for project BROS-C097(177)--8J-97 and direct the chair to sign said agreement.

**IOWA DEPARTMENT OF TRANSPORTATION  
Federal-aid Agreement  
for a County Highway Bridge Program Project**

RECIPIENT: Woodbury County

Project No: BROS-C097(177)--8J-97

Iowa DOT Agreement No: 3-25-HBP-S-034

CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between the Woodbury County, Iowa (hereinafter referred to as the RECIPIENT) and the Iowa Department of Transportation (hereinafter referred to as the DEPARTMENT). Iowa Code Sections 306A.7 and 307.44 provide for the RECIPIENT and the DEPARTMENT to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

The Bridge Formula Program (BFP) and the Surface Transportation Block Grant (STBG) Program make Federal funds available for replacement or rehabilitation of highway bridges on public roads on and off the Federal-aid System. A portion of BFP or STBG funds have been set aside for this purpose and designated as the County Highway Bridge Program (HBP). In the event Highway Infrastructure Program (HIP) funding is available, it may be included for this same purpose.

Pursuant to the terms of this agreement, applicable statutes, and Local Systems Instructional Memorandum [1.100](#), the DEPARTMENT agrees to provide County HBP funding to the RECIPIENT for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The RECIPIENT shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The DEPARTMENT's contact person will be the Local Systems Project Development Engineer, Jenifer Bates, and the Local Systems Western Region Field Engineer, Heloisa Murphy. The RECIPIENT's contact person shall be the County Engineer.
3. The RECIPIENT shall be responsible for the development and completion of the following bridge project:
  - A. FHWA Structure Number: 355137
  - B. Location: On 120TH ST, Over MUDDY CREEK, from Eastland Ave east 0.8 Miles on NLINE
  - C. Preliminary Estimated Total Eligible Construction Costs: \$800,000.
4. The eligible project construction limits shall include the bridge plus grading and/or paving to reach a "touchdown point" determined by the DEPARTMENT. Within the eligible project construction limits, eligible project activities will be limited to actual construction costs.
5. Costs associated with work outside the eligible project construction limits, routine maintenance activities, operations, and monitoring expenses are not eligible. In addition, administrative costs, engineering, inspection, legal, right of way, utility relocations, activities necessary to comply with Federal and State environmental or permit requirements, and fees or interest associated with bonds or loans are not eligible.
6. 100% of the eligible construction project costs incurred after the effective date of this agreement shall be paid from County HBP funds. The RECIPIENT shall pay 100% of the non-eligible project costs. Reimbursed costs will be limited to County HBP funds that are made available to counties through the HBP Funds outlined in Local Systems Instructional Memorandum [1.100](#) in place at the time of this agreement being fully executed.
7. The RECIPIENT shall pay for all project costs not reimbursed with Highway Bridge Program funds.

8. The RECIPIENT shall let the project for bids through the DEPARTMENT.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
11. Responsibility for compliance with the Federal and State laws, regulations, policies, or procedures required by this agreement is not assignable without the prior written consent of the DEPARTMENT.
12. The project shall be let to contract within 3 years of the date this agreement is approved by the DEPARTMENT. If not, this agreement may become null and void, unless the RECIPIENT submits a written request for extension to the DEPARTMENT at least 30 days prior to the 3-year deadline. If approved, this agreement may be extended for a period of time as determined by the DEPARTMENT, but not less than 6 months.
13. This agreement and the attached Exhibit 1 constitute the entire agreement between the DEPARTMENT and the RECIPIENT concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the DEPARTMENT and the RECIPIENT.

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement as of the date shown opposite its signature below.

RECIPIENT: Woodbury County

This agreement was approved by official action of the Woodbury County Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, Board of Supervisors

IOWA DEPARTMENT OF TRANSPORTATION  
Transportation Development Division

By \_\_\_\_\_  
Heloisa Murphy, P.E.  
Local Systems Field Engineer  
Western Region

Date \_\_\_\_\_, \_\_\_\_\_

## EXHIBIT 1

### General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects

Unless otherwise specified in this agreement, the RECIPIENT shall be responsible for the following:

#### 1. General Requirements

- a. The RECIPIENT shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the RECIPIENT, the DEPARTMENT has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: [https://www.iowadot.gov/local\\_systems/publications/im/lpa\\_ims.htm](https://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm). The RECIPIENT shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the RECIPIENT shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the RECIPIENT shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, national origin, religion, pregnancy, or disability. The RECIPIENT agrees to comply with the requirements outlined in [I.M. 1.070](#), Title VI and Nondiscrimination Requirements, which includes the requirement to provide a copy of the Subrecipient's Title VI Plan or Agreement and Standard DOT Title VI Assurances to the DEPARTMENT.
- c. The RECIPIENT shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in [I.M. 1.080](#), ADA Requirements. When bicycle and/or pedestrian facilities are constructed, reconstructed, or altered, the RECIPIENT shall make such facilities compliant with the ADA and Section 504, which includes following the requirements set forth in Chapter 12A for sidewalks and Chapter 12B for Bicycle Facilities of the [Iowa DOT Design Manual](#).
- d. To the extent allowable by law, the RECIPIENT agrees to indemnify, defend, and hold the DEPARTMENT harmless from any claim, action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the DEPARTMENT's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by the 2 CFR 200.501 "Audit Requirements," a non-Federal entity expending \$750,000 or more in Federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The Federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown on the first page of this agreement. If the RECIPIENT will pay initial project costs and request reimbursement from the DEPARTMENT, the RECIPIENT shall report this project on its SEFA. If the DEPARTMENT will pay initial project costs and then credit those accounts from which initial costs were paid, the DEPARTMENT will report this project on its SEFA. When the DEPARTMENT will pay initial project costs and credit those accounts from which initial costs were paid, the RECIPIENT shall not report this project on its SEFA.
- f. The RECIPIENT shall supply the DEPARTMENT with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170.
- g. The RECIPIENT shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
  - i. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The RECIPIENT shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.
  - ii. The RECIPIENT shall comply with the requirements of [I.M. 5.010](#), DBE Guidelines.

- iii. The DEPARTMENT's [DBE program](#), as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the RECIPIENT of its failure to carry out its approved program, the DEPARTMENT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the DEPARTMENT shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the DEPARTMENT to appropriate funds sufficient to allow the DEPARTMENT to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the DEPARTMENT to make any payment hereunder are insufficient or unavailable for any other reason as determined by the DEPARTMENT in its sole discretion; or 3) If the DEPARTMENT's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The DEPARTMENT shall provide the RECIPIENT with written notice of termination pursuant to this section.

## **2. Programming and Federal Authorization**

- a. The RECIPIENT shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The RECIPIENT shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the DEPARTMENT, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, Federal funds cannot be authorized.
- b. The RECIPIENT must show federal aid funding activity to receive the programmed amount authorized for the project. If there is no funding activity for nine or more months after the previous funding activity, the remaining unused programmed amount will be de-obligated from the project and there will be no further federal aid reimbursement issued for the project. If the RECIPIENT knows in advance that funding activity will not occur for nine months or more, the DEPARTMENT's Contract Administrator needs to be notified to determine if programming or authorization of funds can be adjusted or other options can be explored.
- c. Upon receipt of Federal Highway Administration (FHWA) authorization a Federal Award Identification Number (FAIN) will be assigned to this project by the FHWA based on a methodology that incorporates identifying information about the federal award such as the federal funding program code and the federal project number. This FAIN will be used to identify this project and award on the federal government's listing of financial assistance awards consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA) at [usaspending.gov](http://usaspending.gov).
- d. A period of performance for this federal funding award will be established at the time of FHWA authorization. The start date of the period of performance will be the FHWA authorization date. The project end date (PED) will be determined according to the methodology in [I.M. 1.200](#), Federal Funds Management. Costs incurred before the start date or after the PED of the period of performance will not be eligible for reimbursement.

## **3. Design**

- a. The RECIPIENT shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the DEPARTMENT in the Guide and applicable I.M.s.

## **4. Environmental Requirements and other Agreements or Permits**

- a. The RECIPIENT shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location



approval. The RECIPIENT shall complete any mitigation agreed upon in the FHWA approval document. These procedures are set forth in [I.M. 3.020](#), Concept Statement Instructions; [4.020](#), NEPA Process; [4.110](#) Threatened and Endangered Species; and [4.120](#), Cultural Resource Regulations.

- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the RECIPIENT shall follow the procedures in I.M. [4.170](#), Farmland Protection Policy Act.
- c. The RECIPIENT shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the DEPARTMENT, or other agencies as required. The RECIPIENT shall follow the procedures in I.M. [4.130](#), 404 Permit Process; [4.140](#), Storm Water Permits; [4.150](#) Iowa DNR Floodplain Permits and Regulations; [4.190](#), Highway Improvements in the Vicinity of Airports or Heliports; and [4.160](#), Asbestos Inspection, Removal, and Notification Requirements.
- d. In all contracts entered into by the RECIPIENT, and all subcontracts, in connection with this project that exceed \$100,000, the RECIPIENT shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the RECIPIENT shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

## **5. Right-of-Way, Railroads and Utilities**

- a. The RECIPIENT shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in [I.M. 3.600](#), Right-of-Way Acquisition, and the DEPARTMENT's Right of Way Bureau [Local Public Agency Manual](#). The RECIPIENT shall contact the DEPARTMENT for assistance, as necessary, to ensure compliance with the required procedures, even though no Federal funds are used for right-of-way activities. Acquisition activities may begin prior to FHWA Environmental Concurrence. However, such acquisitions cannot affect the National Environmental Policy Act (NEPA) decision making process.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the RECIPIENT shall obtain agreements, easements, or permits as needed from the railroad. The RECIPIENT shall follow the procedures in [I.M. 3.670](#), Work on Railroad Right-of-Way and [I.M. 3.680](#), Federal-aid Projects Involving Railroads.
- c. The RECIPIENT shall comply with the DEPARTMENT'S [Policy for Accommodating Utilities on the County and City Non-Primary Federal-aid Road System](#) for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the RECIPIENT shall follow the DEPARTMENT's [Policy for Accommodating and Adjustment of Utilities on Primary Road System](#). The RECIPIENT should also use the procedures outlined in [I.M. 3.640](#), Utility Accommodation and Coordination, as a guide to coordinating with utilities.

## **6. Contract Procurement**

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer, architect, or landscape architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the DEPARTMENT, the RECIPIENT shall be responsible for the following:
  - i. Prepare and submit the PS&E and other contract documents to the DEPARTMENT for review and approval in accordance with [I.M. 3.700](#), Check and Final Plans and [I.M. 3.500](#), Bridge or Culvert Plans, as applicable.

- ii. The contract documents shall use the DEPARTMENT's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the RECIPIENT for individual construction items shall be approved by the DEPARTMENT.
- iii. Follow the procedures in [I.M. 5.030](#), Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, execute the contract documents in Doc Express.
- c. For projects that are let locally by the RECIPIENT, the RECIPIENT shall follow the procedures in [I.M. 5.120](#), Local Letting Process - Federal-aid.
- d. The RECIPIENT shall forward a completed Project Development Certification ([Form 730002](#)) to the DEPARTMENT in accordance with [I.M. 3.710](#), Project Development Certification Instructions. The project shall not receive FHWA Authorization for construction or be advertised for bids until after the DEPARTMENT has reviewed and approved the Project Development Certification.
- e. If the RECIPIENT is a city, the RECIPIENT shall comply with the public hearing requirements of the Iowa Code section 26.12.
- f. The RECIPIENT shall not provide the contractor with notice to proceed until after receiving notice in Doc Express that the Iowa DOT has concurred in the contract execution.

## 7. Construction

- a. A full-time employee of the RECIPIENT shall serve as the person in responsible charge of the construction project. For cities that do not have any full-time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the DEPARTMENT.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.
- c. For projects let through the DEPARTMENT, the project shall be constructed under the DEPARTMENT's Standard Specifications for Highway and Bridge Construction and the RECIPIENT shall comply with the procedures and responsibilities for materials testing according to the DEPARTMENT's Materials I.M.s. Available on-line at: <http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the RECIPIENT shall provide materials testing and certifications as required by the approved specifications.
- e. If the DEPARTMENT provides any materials testing services to the RECIPIENT, the DEPARTMENT will bill the RECIPIENT for such testing services according to its normal policy as per [Materials I.M. 103](#), Inspection Services Provided to Counties, Cities, and Other State Agencies.
- f. The RECIPIENT shall follow the procedures in [I.M. 6.000](#), Construction Inspection, and the DEPARTMENT's Construction Manual, as applicable, for conducting construction inspection activities.

## 8. Reimbursements

- a. After costs have been incurred, the RECIPIENT shall submit to the DEPARTMENT periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least once every six months, but not more than bi-weekly. The RECIPIENT shall follow [I.M. 6.020](#) Payment and Reimbursement Processes for requesting reimbursement.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the DEPARTMENT by August 1.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the RECIPIENT, are reasonable

and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.

- d. Reimbursement claims shall be submitted on forms identified by the DEPARTMENT along with all required supporting documentation. The DEPARTMENT will reimburse the RECIPIENT for properly documented and certified claims for eligible project costs. The DEPARTMENT may withhold up to 5% of the Federal share of construction costs or 5% of the total Federal funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the DEPARTMENT determines the RECIPIENT has been overpaid, the RECIPIENT shall reimburse the overpaid amount to the DEPARTMENT. After the final audit or review is complete and after the RECIPIENT has provided all required paperwork, the DEPARTMENT will release the Federal funds withheld.
- e. The total funds collected by the RECIPIENT for this project shall not exceed the total project costs. The total funds collected shall include any Federal or State funds received, any special assessments made by the RECIPIENT (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the RECIPIENT do exceed the total project costs, the RECIPIENT shall either:
  - i. In the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
  - ii. Refund to the DEPARTMENT all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the DEPARTMENT will either credit reimbursement billings to the FHWA or credit the appropriate State fund account in the amount of refunds received from the RECIPIENT.

## **9. Project Close-out**

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the RECIPIENT shall provide written notification to the DEPARTMENT. The RECIPIENT shall follow and request a final audit, in accordance with the procedures in [I.M. 6.110](#), Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures will result in loss of federal funds remaining to be reimbursed and the repayment of funds already reimbursed. The RECIPIENT may be suspended from receiving federal funds on future projects.
- b. The RECIPIENT shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of Federal funds shall be made only after the DEPARTMENT accepts the project as complete.
- d. The RECIPIENT shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The RECIPIENT shall also make these materials available at all reasonable times for inspection by the DEPARTMENT, FHWA, or any authorized representatives of the Federal Government. Copies of these materials shall be furnished by the RECIPIENT if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the DEPARTMENT will notify the RECIPIENT of the record retention date.
- e. The RECIPIENT shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the DEPARTMENT and the FHWA.

## WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 10-08-2025 Weekly Agenda Date: 10-14-2025

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Ryan Ericson - Finance Director

**WORDING FOR AGENDA ITEM:**

Adopt Community Development Block Grant Policies

**ACTION REQUIRED:**

Approve Ordinance ☐

Approve Resolution ☐

Approve Motion ☒

Public Hearing ☐

Other: Informational ☐

Attachments ☒

**EXECUTIVE SUMMARY:**

These policies are required for local governments to receive CDBG funds

**BACKGROUND:**

The local government must adopt a Prohibition on the Use of Excessive Force policy, a Residential Anti-displacement and Relocation Assistance Plan (RARA), a Code of Conduct, a Fair Housing policy, and an Equal Opportunity Policy. These policies are required for local governments to receive CDBG funds and should be readopted based on the most current version if older than five (5) years.

**FINANCIAL IMPACT:**

If policies not approved, the Crittenton Center will not receive \$600,000 in CDBG funds.

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes ☒ No ☐

**RECOMMENDATION:**

Approve the policies

**ACTION REQUIRED / PROPOSED MOTION:**

- a) Approve Residential Anti-displacement and Relo. Assistance Plan
- b) Approve Excessive Force Resolution
- c) Approve Fair Housing Policy
- d) Approve Code of Conduct
- e) Approve Procurement Policy

# **RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

This Residential Anti-displacement and Relocation Assistance Plan is prepared by Woodbury County in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG-assisted projects.

## **Minimize Displacement**

Consistent with the goals and objectives of activities assisted under the Act, Woodbury County will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

## **Relocation Assistance to Displaced Persons**

Woodbury County will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

## **One-for-One Replacement of Lower-Income Dwelling Units**

The Woodbury County will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375. Before entering into a contract committing Woodbury County to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, Woodbury County will make public by publication in the Sioux



City Journal and submit to the Iowa Economic Development Authority (IEDA) the following information in writing:

A description of the proposed assisted project;

The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;

A time schedule for the commencement and completion of the demolition or conversion;

To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided.

NOTE: See also 24 CFR 42.375(d).

5. The source of funding and a time schedule for the provision of the replacement dwelling units;

The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and

Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, Woodbury County will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

## **Replacement not Required Based on Unit Availability**

Under 24 CFR 42.375(d), the Woodbury County may submit a request to IEDA for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

### **Contacts**

The Woodbury County Board of Supervisors Office (712-279-6525) will be responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period. Woodbury County is responsible for providing relocation payments and other relocation assistance to any lower lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by Woodbury County this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed \_\_\_\_\_

## POLICY ON THE PROHIBITION OF THE USE OF EXCESSIVE FORCE

WHEREAS, Woodbury County has received federal funding through the Community Development Block Grant (CDBG) program; and,

WHEREAS, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient's jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

WHEREAS, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

WHEREAS, Woodbury County endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy,

NOW, THEREFORE, BE IT RESOLVED, Woodbury County hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, Woodbury County agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration. Woodbury County further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that Woodbury County has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by:

Name: Woodbury County Board of Supervisors

Phone Number: 712-279-6525

Adopted by Woodbury County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed *{chief elected official}* \_\_\_\_\_

## AFFIRMATIVE FAIR HOUSING POLICY / NOTICE

*This notice is published pursuant to the requirements of Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance, and with Title VIII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in the provision of housing because of race, color, creed, religion, sex, national origin, disability or familial status.*

Woodbury County advises the public that it will administer its assisted programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

Woodbury County shall assist individuals who believe they have been subject to discrimination in housing through the resources of the Iowa Civil Rights Commission or the U.S. Department of Housing and Urban Development.

Woodbury County has designated the following (person or office) as the contact to coordinate efforts to comply with this policy. Inquiries should be directed to:

NAME: \_\_\_\_\_

OFFICE: Woodbury County Board of Supervisors Office

ADDRESS: 620 Douglas St, Rm 104

CITY/STATE/ZIP CODE: Sioux City, IA 51101

PHONE NUMBER: 712-279-6525

HOURS: 8:00am - 4:30pm

Affirmative Fair Housing Policy adopted on: \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Resolution # \_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(typed name, title)

ATTEST:

\_\_\_\_\_  
(signature)

**CODE OF CONDUCT**  
**Required for CDBG Projects**

**PURPOSE**

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with the procurement policy and other applicable federal and state standards, regulations, and laws.

**APPLICATION**

This Code of Conduct applies to all officers, employees, or agents of Woodbury County engaged in the award or administration of contracts supported by federal grant funds.

**REQUIREMENTS**

No officer, employee, or agent of Woodbury County shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
  - b. Any member of his/her immediate family;
  - c. His/her partner; or
- An organization which employs or is about to employ any of the above; or, has a financial or other interest in the firm selected for award.

Officers, employees, or agents of Woodbury County shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

**FRAUD, WASTE AND ABUSE**

Woodbury County has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. All officers, employees, or agents shall notify Woodbury County of suspected actions. Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted. Concerns may be reported to:

Name & Title: Ryan Ericson - Finance Director

Phone: 712-279-6525

Address: 620 Douglas St., Rm 104

Sioux City, IA 51101

**REMEDIES**

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against (Recipient's) officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(typed name), (title)

ATTEST:

\_\_\_\_\_  
(signature)

## Community Development Block Grant Procurement Policies and Procedures

2 *CFR* 200.317 provides that subrecipients of a state that is administering federal funds will follow sections 200.318 (General procurement standards) through 200.326 (Contract provisions). However, 24 *CFR* 570.489(g), set out in full below, enables states that administer Community Development Block Grant funds to adopt procurement standards other than those set out in 2 *CFR* Part 200 for units of local government that are subrecipients of CDBG funds.

*24 CFR 570.489 (g) Procurement:* When procuring property or services to be paid for in whole or in part with CDBG funds, the State shall follow its procurement policies and procedures. The State shall establish requirements for procurement policies and procedures for units of general local government, based on full and open competition. Methods of procurement (e.g., small purchase, sealed bids/formal advertising, competitive proposals, and noncompetitive proposals) and their applicability shall be specified by the State. Cost plus a percentage of cost and percentage of construction costs methods of contracting shall not be used. The policies and procedures shall also include standards of conduct governing employees engaged in the award or administration of contracts. (Other conflicts of interest are covered by § 570.489(h).) The State shall ensure that all purchase orders and contracts include any clauses required by Federal statutes, Executive orders, and implementing regulations. The State shall make subrecipient and contractor determinations in accordance with the standards in 2 *CFR* 200.330.

The State of Iowa, in its administration of the CDBG, hereby establishes the following procurement standards for subrecipients of CDBG funding that are units of local government.

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### Procurement Standards

#### **General** (Replaces 2 *CFR* 200.318)

Subrecipients of the CDBG program must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The subrecipient alone shall be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the subrecipient of any contractual responsibilities under its contracts.

#### **Conflicts of Interest in Awarding Contracts** (Replaces 2 *CFR* 200.318)

The subrecipient must maintain written standards of conduct covering and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the subrecipient may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.



If the subrecipient has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the subrecipient must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the subrecipient is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

IEDA may terminate contracts with any CDBG subrecipient that violates this policy and may require full repayment of funds issued to the subrecipient.

**Best Cost** (Replaces 2 CFR 200.318)

The subrecipient's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

The subrecipient is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

**Responsible Contractors** (Replaces 2 CFR 200.318)

The subrecipient must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

Awards must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

The subrecipient must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following:

1. rationale for the method of procurement
2. selection of contract type
3. contractor selection or rejection
4. the basis for the contract price

**Competition** (Replaces 2 CFR 200.319)

All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals shall be excluded from competing for

such procurements. IEDA will consider requests for waivers of this provision. The subrecipient must make a sufficient showing that the number of contractors that provide the goods or services is insufficient that it is necessary to not exclude contractors that developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals.

Examples restrictions on competition include but are not limited to:

1. Placing unreasonable requirements on firms in order for them to qualify to do business;
2. Requiring unnecessary experience and excessive bonding;
3. Noncompetitive pricing practices between firms or between affiliated companies;
4. Noncompetitive contracts to consultants that are on retainer contracts;
5. Organizational conflicts of interest;
6. Specifying only a "brand name" product instead of allowing "an equivalent" product to be offered and describing the performance or other relevant requirements of the procurement; and
7. Any arbitrary action in the procurement process.

The subrecipient must conduct procurement in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal or State of Iowa law expressly mandates or encourages geographic preference. Nothing in this section preempts state licensing laws.

When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion, provided that an appropriate number of qualified firms remain, given the nature and size of the project, to compete for the contract.

The subrecipient must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided. When it is impractical or not reasonably feasible to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

**Types of Procurement** (Replaces 2 CFR 200.320) (based on Iowa Code section 11.117 & 11.118)

The procurement method used by the subrecipient is determined by what is being procured: construction, professional services (such as architectural, engineering, or technical services), or other general goods and/or services.

For construction, subrecipients shall refer to and follow Iowa Code chapter 26 (<https://www.legis.iowa.gov/docs/code/2022/26.pdf>). Be aware that there are differing contract dollar thresholds depending upon the type of project and the type of subrecipient (e.g., county, city with a population of less than 50,000, city with a population over 50,000, etc.). These thresholds are periodically updated; please check the Code for the most current information. Please also note that regardless of Iowa Code chapter 26, **HUD still requires that formal, competitive procurement, including construction bid notices, is published in a newspaper of general circulation.** If the project cost is anticipated to be below the Chapter 26 threshold, then follow the "other general goods and/or services" procedures below.

For professional services (such as architectural, engineering, or technical services), subrecipients shall use a formal *competitive selection* process to procure the services. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. For more detail, see the fourth method of procurement below, "competitive proposals."

For other general goods and/or services, subrecipients shall adhere to one of the four following methods depending upon anticipated *aggregate total purchase cost*, not individual line-item cost. Note that this may result in utilizing several methods of procurement. For example, if certain goods/services can be procured from a particular pool of vendors, that group of goods/services should be batched together, and the anticipated total purchase price of those items would determine the procurement method. The process would then be repeated for any remaining goods/services. Please note that regardless of price, any service (e.g., asbestos testing, archeological survey, etc.) requires a contract be drawn up and signed; the contract must include the CDBG required contract provisions. Purchases of goods/materials only, if less than \$5,000, do not require a contract.

1. **Small:** Estimated annual value does not exceed \$5,000 and does not exceed \$15,000 for multiyear contracts: The subrecipient does not need to solicit competitive quotations if the subrecipient considers the price to be reasonable. To the extent practicable, the subrecipient must distribute such procurement equitably among qualified suppliers.
2. **Simple:** Estimated annual value exceeds \$5,000 but less than \$50,000 per year and does not exceed \$150,000 for multiyear contracts: The subrecipient may use an informal competitive selection process to engage a service provider. Informal selection means price or rate quotations must be obtained from an adequate number of qualified sources. The subrecipient may contact the prospective service providers in person, by telephone, fax, email, or letter. The subrecipient should solicit at least three prospective service providers. The subrecipient must justify, to IEDA's satisfaction, contacting fewer than three service providers. The justification shall be included in the contract file.
3. **Sealed bids:** (formal advertising): Estimated annual value exceeds \$50,000 per year and exceeds \$150,000 for multiyear contracts: **Bids** are publicly solicited (*i.e., published in a newspaper of general circulation*) and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price. A complete, adequate, and realistic specification or purchase description will be developed before bidding.

If this method is used, the following requirements apply:

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, and the invitation for bids must be publicly advertised (not required for nonprofit entities);
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. All bids will be opened at the time and place prescribed in the invitation for bids, and the bids must be opened publicly.
4. The subrecipient shall enter into a firm fixed price contract award with the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
5. Any or all bids may be rejected if there is a sound documented reason.

4. **Competitive Proposals:** Estimated annual value exceeds \$50,000 per year and exceeds \$150,000 for multiyear contracts: The technique of **competitive proposals** is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when a sealed bidding process is not appropriate, generally for service contracts. Apart from **professional services** such as architectural/engineering (A/E) services or technical assistance (which uses this method regardless of contract price), this method is not commonly used for traditional CDBG projects. If you believe your projects warrants this method for anything other than the professional services identified above, please consult with your IEDA project manager prior to initiating the process.

If this method is used, the following requirements apply:

1. Requests for proposals must be publicized (*i.e., in a newspaper of general circulation*) and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
2. Proposals must be solicited from an adequate number of qualified sources;
3. The subrecipient must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
4. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
5. The subrecipient may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.



Note: Noncompetitive proposals: Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The item is available only from one possible source. This type of procurement is referred to as sole-source procurement;
2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or
4. After solicitation of a number of sources, competition is determined inadequate. This type of procurement is referred to as single-source procurement and must be approved by IEDA prior to entering into contract.

**Targeted Small Businesses – Minority, Disabled, and Woman Owned Businesses** (Replaces 2 CFR 200.321)

The subrecipient must take all necessary affirmative steps to ensure that minority businesses, women's business enterprises, businesses owned by disabled persons, and labor surplus area firms are used when possible.

Affirmative steps must include:

1. Placing qualified small and minority businesses, small women's business enterprises, and small businesses owned by disabled persons on solicitation lists. Link to a directory of Targeted Small Businesses in Iowa: <https://iowaeda.microsoftcrmpartals.com/tsb-search/>;
2. Ensuring that Targeted Small Businesses are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by Targeted Small Businesses;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by Targeted Small Businesses;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration, the Minority Business Development Agency of the Department of Commerce and the Iowa Economic Development Targeted Small Business Program <https://www.iowaeconomicdevelopment.com/tsb>; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

**Recycled Content and Products** (Replaces 2 CFR 200.322)

When appropriate, specifications shall include requirements for the use of recovered materials and products.



The specifications shall not restrict the use of alternative materials, exclude recovered materials, or require performance standards that exclude products containing recovered materials unless the subrecipient seeking the product can document that the use of recovered materials will impede the intended use of the product.

**Cost Analysis and Contract Price** (Replaces 2 CFR 200.323)

The subrecipient must perform a cost or price analysis in connection with every procurement action including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the subrecipient must make independent estimates before receiving bids or proposals.

The subrecipient must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the subrecipient under 2 CFR 200.402 – 406.

The cost plus a percentage of cost and percentage of construction cost methods of contracting shall not be used.

**Review of Procurement Documents and Procurement System** (Replaces 2 CFR 200.324)

The subrecipient must make available upon request pre-procurement review; procurement documents, such as requests for proposals or invitations for bids; or independent cost estimates, when:

1. Requested by IEDA;
2. The procurement is expected to exceed the small, simple and professional acquisition thresholds and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
3. The procurement, which is expected to exceed the small, simple and professional acquisition thresholds, specifies a "brand name" product;

**IEDA Certification:** The subrecipient may request that IEDA certify that its procurement system meets these standards.

**Self-certification:** The subrecipient may self-certify its procurement system. Such self-certification shall not limit IEDA's right to review and survey the system. If a subrecipient self-certifies its procurement system, the IEDA may rely on written assurances from the subrecipient that it is complying with these standards. The subrecipient must cite specific policies, procedures, regulations, or standards as compliant with these requirements and make its system available for review.

**Bonding** (Replaces 2 CFR 200.325)

For construction or facility improvement contracts or subcontracts for public improvement projects and multi-family residential buildings of eight units or more, the minimum requirements shall be as follows:

1. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
2. A performance bond for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
3. A payment bond for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to ensure that the contractor will pay as required by law all persons supplying labor and material in the execution of the work provided for in the contract.

The subrecipient may petition IEDA to accept its bonding policy, provided that IEDA has made a determination that the Federal interest is adequately protected.

Recipients are expected to comply with all state requirements regarding bonding requirements for public improvement projects: <https://www.legis.iowa.gov/docs/code/2019/573.pdf>

Recipients should consult with their legal counsel to determine how state requirements may impact their CDBG project.

**Contract Provisions** (Replaces 2 CFR 200.326)

The subrecipient's contracts must contain the applicable provisions set out in Appendix II of the CDBG Management Guide

**ACKNOWLEDGEMENT AND ADOPTION**

*As a recipient of Community Development Block Grant (CDBG) funds, Woodbury County  
adopts the State of Iowa's CDBG Procurement Policies and Procedures and agrees to apply all policies  
and procedures to CDBG funded projects within Woodbury County.*

*Adopted by: Woodbury County  
Adopted on: \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_*

*Chief Elected Official:*

Daniel A. Bittinger II  
*Typed/printed name*

\_\_\_\_\_  
*Signature*