PLANNING & ZONING

Lower Level Council Chambers
Monday, August 10, 2026
6:30 PM

MINUTES

Meeting called to order by Chairperson Tim Nefzger at 6:31 pm.

ROLL CALL
PRESENT: Chairperson Tim Nefzger, Joe Petsche, Matt Tauke, Tom Westhoff, Bec Willenborg
ABSENT: Ryan Cahill, Vice Chairperson Roger Gibbs

AGENDA ITEMS

1. Approve Minutes of the July 13, 2026 Planning & Zoning Commission Meeting.

   There were no comments or questions regarding the minutes

   Motion to approve the Minutes of the July 13, 2026 Planning & Zoning Commission Meeting made by Bec Willenborg, Seconded by Joe Petsche.
   Voting Yea: Tim Nefzger, Joe Petsche, Matt Tauke, Tom Westhoff, Bec Willenborg
   Voting Nay:
   Motion Carried.

2. Approve Final Plat of Lot 1-1 and Lot 2-1 of Walnut Acres in the City of Dyersville, Dubuque County, Iowa. Comprised of Lot 1 of Walnut Acres in the City of Dyersville, Dubuque County, Iowa. Plat submitted by Daniel Fitzgerald.

   Dan and Julie Fitzgerald were present. Dan advised that he plans to purchase the lot next to their current lot and build a shed/house (shouse). They plan to sell their current house to their son.

   City Administrator, Mick Michel, stated he worked with Fitzgerald and the surveyor on this and has no problems with the plat.

   There was no further discussion regarding the Final Plat of Lot 1-1 and Lot 2-1 of Walnut Acres in the City of Dyersville, Dubuque County, Iowa.

   Motion to approve the Final Plat of Lot 1-1 and Lot 2-1 of Walnut Acres in the City of Dyersville, Dubuque County, Iowa made by Tim Nefzger, Seconded by Matt Tauke.
   Voting Yea: Tim Nefzger, Joe Petsche, Matt Tauke, Tom Westhoff, Bec Willenborg
   Voting Nay:
   Motion Carried.

3. Approve Final Plat of Nature Trail Addition, Dubuque County, Iowa. Lot 1 of Koelker Place and Lot 2 of Steffensmeier Place No. 2, all in Dubuque County, Iowa. Plat submitted by Daniel Helle and Chris Tallman.

   Dave Schneider, surveyor, was present and stated he worked with Tallman's and Helle's on the building of Helle's house on Lot 1. It was agreed that Helle would get an access easement through Tallman's property in exchange Helle would sell Tallman some land. Schneider said

the property is within 2 miles of Dyersville, and the County is meeting on the rezoning and approval of the plat.

City Administrator Mick Michel stated the plat conforms to standards in that area, so he has no issues with the plat.

There was no further discussion regarding the Final Plat of Nature Trail Addition, Dubuque County, Iowa.

Motion to approve the Final Plat of Nature Trail Addition, Dubuque County, Iowa made by Matt Tauke, Seconded by Tim Nefzger.
Voting Yea: Tim Nefzger, Joe Petsche, Matt Tauke, Tom Westhoff, Bec Willenborg
Voting Nay:
Motion Carried.

4. Recommendation on City Initiated Text Amendment to Section 160.09.11 of the City Zoning Regulations.

City Administrator Mick Michel stated the city council has sent this to the Commission in order to amend the city fence ordinance. He stated there are gaps regarding the definition of a temporary or portable fence. The Commission needs to provide a positive or negative report back to the city council.

Michel stated the city wants to correct the definition of a temporary or movable fence. The city is seeing more movable fences and wants to treat them all the same. More definition is needed especially for front yard temporary fencing. The city does not want to see temporary fencing in the front yards.

Michel said in summary, the city wants better definitions and more restrictions on temporary fencing. A definition of a temporary fence is one that is not permanently installed and has a time limit. It would not require a permit. An example would be a snow fence.

Commission member Westhoff asked how many fence permits the city receives. Michel stated approximately 15-20. Michel also stated there would be better code enforcement with better definitions.

There was no further discussion regarding the City Initiated Text Amendment to Section 160.09.11 of the City Zoning Regulations.

Recommendation approving the City Initiated Text Amendment to Section 160.09.11 of the City Zoning Regulations made by Tom Westhoff, Seconded by Bec Willenborg.
Voting Yea: Tim Nefzger, Joe Petsche, Matt Tauke, Tom Westhoff, Bec Willenborg
Voting Nay:
Motion Carried.

ADJOURNMENT

Motion to adjourn at 6:42 pm made by Bec Willenborg, Seconded by Tim Nefzger.

Lori A Panton

Lori A. Panton, recording Secretary